



ASCO

First Edition

STATISTICAL CLASSIFICATION

AUSTRALIAN BUREAU OF STATISTICS

ASCO STATISTICAL CLASSIFICATION



AUSTRALIAN STANDARD CLASSIFICATION OF OCCUPATIONS

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PREFACE

This document is one of a series which presents the first edition of the Australian Standard Classification of Occupations (ASCO). This new classification is the product of an extensive work programme undertaken by a joint project team from the Department of Employment and Industrial Relations (DEIR) and the Australian Bureau of Statistics (ABS).

In the 1970s it became clear that the occupational classifications then in use in Australia suffered from a number of deficiencies which led to widespread criticism, as for example in the Norgard Report on Review of the Commonwealth Employment Service (June 1973) and the Crawford Report on Structural Adjustment (March 1979). Against this background, DEIR and ABS established a joint project in 1978 to develop a new standard classification of occupations.

Research into the needs of the user community and consideration of the relevant technical and conceptual issues led to the conclusion that the structure of the new classification should be based on kind of work, defined primarily in terms of skill level and skill specialisation. Following this, the new structure was constructed on the basis of information on occupational characteristics gathered from an extensive program of field work and statistical feasibility testing.

Progressively, from the first release of this publication (September 1986), ASCO will be used in the presentation of ABS statistics, starting with the Labour Force Survey, Survey of Employee Earnings and Hours and the 1986 Population Census.

The background work leading to the final definition of this important new classification would not have been possible without the co-operation and assistance of many organisations and individuals. Those who have assisted are too numerous by far to list individually, but ABS and DEIR would like to express their appreciation of organisations of industry and commerce, trades unions and other employee representative organisations, State and Commonwealth Government departments and instrumentalities, higher education institutions, community organisations, academics and many private individuals.

Further releases of this document will be issued, as appropriate and in the light of practical experience gained from the use of the classification in ABS activities and from feedback from the user community at large.

IAN CASTLES
Australian Statistician

September 1986

ASCO

STATISTICAL CLASSIFICATION

PART 1

THE CONCEPTUAL BASIS OF ASCO

THE CONCEPTUAL BASIS OF ASCO

Introduction

ASCO is a skill-based classification of occupations developed in Australia as a national standard for the production and analysis of labour force statistics, human resources management, education planning, the listing of job applicants and vacancies, the provision of occupational information and for vocational guidance.

The development of ASCO was a response to a strong user demand for a skill-based classification suitable for adoption as an Australian standard. This demand presented a significant challenge in so far as the term 'skill' is a concept capable of being interpreted in a wide variety of ways.

The starting point for developing the concept of skill in relation to an occupation was to examine the intended applications of the classification and then to develop a conceptual approach which would result in a structure suitable for these applications. This led to a dialogue with potential users of ASCO and to the publication of alternative structures, as the basis for further discussion. The discussions culminated in a second user requirements survey in 1983-84. The information from this survey played a significant role in the development of the final structure.

The concept of skill is represented in ASCO by two distinct criteria: skill level and skill specialisation. The skill level of an occupation is a function of the amount of formal education, on-the-job training and previous experience usually necessary before an individual can satisfactorily perform the set of tasks involved. The skill specialisation of an occupation is a function of the field of knowledge required, tools or equipment used, materials worked on and goods and services produced in relation to the tasks performed. Further discussion of these concepts will be found later in this introduction.

Both of these criteria are defined in terms of necessary requirements for the performance of a set of tasks for a given occupation.

ASCO has four distinct levels of aggregation: at the base level, there are 1079 distinct occupations covering all jobs in the Australian labour force; at the next level of aggregation there are 282 unit groups each containing a number of occupations; at the third level of aggregation there are 52 minor groups each containing a number of unit groups; and at the fourth level there are eight major groups.

At one stage in the development of ASCO it was planned to produce, as a final classification, two distinct structures. Both were to be based on a common set of building blocks at the Unit Group level (the level at which statistical collections such as the Population Census were coded). However, one would be designated as the 'skill structure' and the other the 'type of work' structure. This decision was made, partly because of initial doubts about the feasibility of developing a skill-based classification and partly because of concern that a significantly different occupation classification might not find ready acceptance from many users.

The definition of type of work originally adopted for the development of ASCO defined the concept as being concerned with what a person did in a job, how he or she did it and, in some cases, why it was being done. It was stated that type of work may involve the identification of materials worked on (if any), products or services produced, and machines, tools or work aids used.

The difficulties with this approach were ultimately traced to the absence of a suitable operational definition of type of work. Further research enabled a definition to be developed but it then became clear that to discuss type of work as a classification criterion distinct from any skill criterion was misconceived. (An account of this research was presented as a paper to the Sociology Section, Conference of the Australian and New Zealand Association for the Advancement of Science, Perth 1983. The paper was entitled 'The Classification of Occupations According to their Intrinsic Properties'.)

In ASCO, the concept of 'type of work performed' is now interpreted in terms of the set of tasks that workers in an occupation are required to perform. As explained above, these sets of tasks are in turn classified in terms of the variables skill level and skill specialisation. ASCO groups occupations into successively broader groups on the basis of their similarity in terms of these criteria. Moreover the two criteria are correlated and the application of either of these criteria at any given level of the classification usually constrains the range of variation in the other.

In summary, the structure developed for the first edition of ASCO is based on a conceptual model which is a significant departure from previous approaches to the classification of occupations. The model incorporates operationally feasible criteria which have been applied as consistently as possible throughout the classification. What follows is a detailed description of this conceptual model.

Definition of a Classification

A classification defines a particular relation of similarity between all members of a class of objects.

The principal purpose of classification is to simplify the real world and enhance the understanding of it. The desire for understanding is usually directed towards some particular purpose and this purpose guides the choice of what attributes of the objects to abstract and what to discard as irrelevant. The complexity of the real world is reduced by studying only a relatively small number of selected attributes of the objects concerned and grouping those objects into categories that are useful in furthering analysis and understanding.

To develop a classification it is necessary first to identify the objects to be classified; then to select those attributes of the objects which are relevant; to define the objects precisely in terms of those attributes; and to define a relation of similarity between the objects in terms of those attributes. This relation must then be used to group the objects into successively broader categories.

The purpose of ASCO is to identify a set of occupations covering all jobs in the Australian economy; to define those occupations in terms of a number of selected attributes; and to group those occupations on the basis of their similarity into successively broader categories for purposes of statistical description and analysis. The individual objects to be classified are jobs and to begin the construction of the conceptual model it is necessary to define the concept of job in terms of the attributes of interest. An occupation is then defined as a set of jobs which are identical in terms of those attributes. A relation of similarity between any pair of occupations is defined in terms of these attributes so as to enable them to be grouped into successively broader categories.

The Concept of Job

A job in any given establishment is a set of tasks designed to be performed by one individual.

Any particular job will typically involve a particular individual working for a particular employer at a particular location and undertaking a particular set of tasks in return for a wage or salary. Of course, some people may work for themselves but they are still regarded as having a job and belonging to the labour force. The description of the particular tasks will usually involve the identification of any tools or equipment used, materials worked on and goods or services produced.

The Concept of Occupation

An occupation is a set of jobs with identical sets of tasks.

Of course, every job is a little different. In practice, an occupation is a collection of

jobs sufficiently similar in their main tasks to be grouped together for classification purposes. The ASCO occupation definitions list the set of tasks which are common to all jobs in any given occupation. These tasks are referred to as the primary tasks of the particular occupation. The occupation definitions also list any more specific tasks which are attributes of the specialisation titles identified for that occupation.

The above definitions of the concepts of job and occupation are consistent with those adopted either implicitly or explicitly by other national and international occupation classifications e.g.

- . International Standard Classification of Occupations (ISCO), published by the International Labour Office, Geneva
- . Classification of Occupations and Directory of Occupational Titles (CODOT), published by the Department of Employment, United Kingdom
- . Canadian Classification and Dictionary of Occupations (CCDO), published by Department of Employment and Immigration, Canada
- . Dictionary of Occupation Titles (DOT), published by Department of Labor, United States of America.

The point of departure of ASCO from international practice begins with the interpretation of the concept of type of work in terms of the set of tasks involved and continues with the definition of the degree of similarity between two occupations on the basis of the degree of similarity between the sets of tasks involved.

The Concept of Similarity in Type of Work

The commonly accepted definitions of the terms 'job' and 'occupation' and the generally accepted procedure for moving from the concept of job to the concept of occupation provide the intuitive basis for a definition of the degree of similarity in type of work between any pair of occupations.

The degree of similarity in type of work between two occupations varies directly as the degree of similarity between the sets of tasks involved in each occupation.

In comparing two occupations with very similar sets of tasks the degree of similarity can be assessed simply by a direct comparison of the tasks involved. If the two occupations have few or no tasks in common there is then a need for some criteria for assessing the similarity of sets of tasks.

The following criteria have been adopted for assessing the similarity of disjoint sets of tasks:

- . range and complexity
- . field of knowledge required
- . tools and equipment used
- . materials worked on
- . goods and services produced

These criteria have been combined into the two broader concepts of skill level and skill specialisation (defined below). Hence, by definition, the degree of similarity between two occupations is a function of the values of the skill level and skill specialisation variables associated with the sets of tasks involved in each occupation.

The Concept of Skill Level

The skill level of an occupation is a function of the range and complexity of the set of

tasks involved. The greater the range and complexity of the set of tasks the greater the skill level of the occupation.

An occupation that involves more complex tasks than another will have a greater skill level than the other. Further, an occupation which requires the performance of a wide range of tasks has a higher skill level than an occupation which requires the performance of a subset of those same tasks.

The above definition of skill level captures an intuitive understanding of the concept. However, it is difficult to use it to compare any pair of occupations in the labour force. A more operational definition is required.

In general, the greater the range and complexity of the set of tasks involved, the greater will be the amount of formal education, on-the-job training and experience required before an individual can perform that set of tasks satisfactorily. For example, the occupation of engineer typically requires an individual to undertake 12 years of primary and secondary education, and a 4 year degree or diploma combined with significant practical experience before he or she is able to perform the set of tasks involved satisfactorily. Similarly, the occupation of fitter and turner typically requires an individual to undertake 10 years of primary and secondary education and a 4 year apprenticeship before he or she is able to perform the tasks satisfactorily. On this basis, it could be concluded that the occupation of engineer has a higher skill level than that of fitter and turner.

Hence, the following operational measure of this important concept has been adopted:

The skill level of an occupation is a function of the amount of formal education, on-the-job training and previous experience usually necessary before an individual can perform the set of tasks involved satisfactorily.

A number of aspects of this definition require comment. Skill level is an attribute of occupations and not an attribute of particular individuals in the labour force. For example, to classify the occupation of motor mechanic to a major group in the ASCO structure it is necessary to examine the amount of formal education, on-the-job training and previous experience that an individual usually requires in order to perform the set of tasks involved satisfactorily. The relevant values of these variables are given in all ASCO occupation and group definitions.

In coding jobs to the ASCO structure, it is not relevant whether any particular individual working as a motor mechanic has this amount of training. It is not relevant whether any particular individual is an extremely competent, an average or an extremely poor motor mechanic. The individual's job would be classified to the occupation of motor mechanic and the job would be assigned an ASCO code based on the location of that occupation in the structure.

The three variables used in the measurement of skill level - formal education, on-the-job training and previous experience - require definition themselves. They are defined with specific reference to the Australian institutional structure.

Formal education consists of three types: primary, secondary and tertiary education. Primary and secondary education are measured in years of schooling. The number of years of secondary education is expressed as the total number of years of primary and secondary schooling e.g. in most Australian States, year 12 represents 6 years of primary education plus 6 years of secondary education. Tertiary education is divided into categories consistent with those recognized by the Australian Council of Awards in Advanced Education (ACAAE) and the Technical and Further Education Advisory Council (TAFEAC). When practical training is incorporated as a necessary component of formal education it is not separately identified.

On-the-job training is defined as training given to a worker after he or she has been employed in the job in question. It is usually not supervised by recognized educational institutions. It is measured in weeks, months or years as appropriate.

Previous experience for a given occupation is defined as the number of years of experience required in other occupations before an individual can satisfactorily perform the tasks of the occupation in question.

Obviously, the determination of the skill level of each occupation in the classification involves some subjective judgement. This is particularly so with respect to judgements about the amount of on-the-job training and previous experience necessary for an individual to perform the tasks satisfactorily. In practice, current labour market requirements for entry into a job in a given occupation were often used as an indicator.

The relevant data was sought from employer groups, trade unions, educational institutions and well informed individuals. There was some variation in the relevant data supplied from the various sources particularly across industries and across States. Often there are a number of possible routes of entry to any given occupation. Only the most common routes of entry are listed in the occupation and group definitions and only the most common formal route of entry is used for classification purposes. The data given in the occupation and group definitions represents the best judgement of the ASCO Project Team but should not be interpreted as authoritative.

The principal use of the skill level criterion in ASCO is for the purpose of defining the major groups. Table 1 lists the eight major groups in the classification and their appropriate values on each of the variables which collectively define skill level.

Table 1: The Skill Level of ASCO Major Groups

| MAJOR GROUP | SECONDARY EDUCATION | TERTIARY EDUCATION | ON-THE-JOB TRAINING | RELEVANT EXPERIENCE |
|---|------------------------|-----------------------|------------------------|------------------------|
| Managers and Administrators | 12 | degree/diploma | ----- | 7 years |
| Professionals | 12 | degree/diploma | ----- | ----- |
| Para-professionals | 12 | associate diploma | 6 months | ----- |
| Tradespersons | 10 | apprenticeship | ----- | ----- |
| Clerks | 11 | ----- | 6 months | ----- |
| Salespersons and Personal Service Workers | 10 | ----- | 3 months | ----- |
| Plant and Machine Operators, and Drivers | -- | ----- | 1 year | ----- |
| Labourers and Related Workers | -- | ----- | 3 months | ----- |

Individual occupations in each of these groups may vary significantly from the typical pattern. This occurs in those segments of the classification where the correlation between skill level and skill specialisation is less marked than elsewhere.

An example will illustrate the point. Managers of small establishments are classified in the major group Managers and Administrators but those occupations do not require a degree or diploma for satisfactory performance of the set of tasks involved. They were included in that major group on the basis of the skill specialisation criterion. Conversely, a few occupations classified in the major group Salespersons and Personal Service Workers typically require a degree or diploma for satisfactory performance. Again, these occupations were included in that major group on the basis of the skill specialisation criterion.

There are other instances of lack of skill level homogeneity at major group level. Some general explanations for these variations will be given in the section entitled

Application of the Criteria and more specific explanations are given in the relevant group definitions. However, most of these problems disappear at the minor group level as a result of the stronger correlation between the skill level criterion and the skill specialisation criterion at that level of disaggregation.

Although the principal application of the skill level criterion is at the major group level of the classification, it is used at the occupation level to distinguish trainee occupations (e.g. apprentices) from those occupations which require training as a prerequisite. Skill level is also used at the occupation level to distinguish supervisory occupations from the occupations supervised. As explained in the section entitled Design Constraints, these distinctions are made at occupation level for reasons of statistical feasibility.

The Concept of Skill Specialisation

The skill specialisation of an occupation is a function of the field of knowledge required, tools and equipment used, materials worked on, and goods and services produced in relation to the tasks performed.

These terms are defined below:

Field of knowledge required: This variable indicates the subject matter which is essential to the tasks performed.

Tools or equipment used: This variable indicates the plant, machinery or hand tools used in the performance of the tasks.

The term plant is used to describe mobile or stationary equipment which is large in size, performs several related functions, and is usually controlled by an internally located operator. The term machinery is used to describe stationary equipment which is not as large as plant, performs one processing function and is usually controlled by an externally located operator. The term hand tools is used to describe equipment which is small enough to be moved and operated by one person.

Materials worked on: This variable indicates the materials which are extracted, processed, refined or fabricated as an essential part of the tasks performed.

Goods or services produced: This variable indicates the goods or services produced as a result of the performance of the tasks.

The skill specialisations identified within each of a set of broad skill levels have been determined by an examination of the primary tasks of all occupations within each skill level. This procedure has led to the empirical determination of unique clusters of primary tasks and the resultant grouping of the relevant occupations into appropriate cells. This approach was assisted by the existence of widely recognised categories of occupations such as machine operators, plant operators, trades assistants, natural scientists, teachers, sales representatives, technicians, etc.

The procedure has been supplemented by an examination of the frequency distribution of occupation responses obtained in censuses and surveys. A keyword search of these responses yielded large clusters of occupation titles such as plant operator, machine operator, factory hand, labourer, trades assistant, salesman, clerk, manager, etc. The lists of tasks given as the main tasks of these occupations were analysed in conjunction with the relevant titles. It was then found that the most frequently occurring clusters of tasks corresponded well with the clusters of primary tasks obtained as a result of the content analysis of the ASCO occupation descriptions.

Hence the specific variables used to measure skill specialisation are similar to those traditionally used in the development of occupation classifications. The approach used in ASCO is essentially to extract the skill level dimension first and then to classify occupations within skill levels on the basis of skill specialisation interpreted in an

appropriate manner for each particular skill level. An examination of the ASCO structure will reveal the obvious correlation between skill level and the particular interpretation of skill specialisation.

For example, occupations in Major Group 2, Professionals, are classified into minor groups on the basis of field of knowledge required for the performance of the tasks: Natural Scientists, Building Professionals and Engineers, Health Diagnosis and Treatment Practitioners, etc. Occupations in Minor Group 21, Natural Scientists, are classified into unit groups on the basis of more specific categories of field of knowledge: Chemists, Geologists and Geophysicists, Physicists, Life Scientists, Medical Testing Professionals, and Other Natural Scientists.

On the other hand, occupations in Major Group 7, Plant and Machine Operators and Drivers, are classified into minor groups on the basis of the tools or equipment used or operated in the performance of the tasks: Road and Rail Transport Drivers, Mobile Plant Operators (except Transport), Stationary Plant Operators, and Machine Operators. Occupations in Minor Group 71, Road and Rail Transport Drivers, are classified into unit groups on the basis of more specific categories of tools or equipment used or operated: Bus and Tram Drivers, Automobile Drivers, Truck Drivers, and Locomotive Drivers.

The Application of the Criteria

Although the selection and operational definition of the classification criteria provides the basis for the construction of the classification there is considerable scope for debate on the relative emphasis to be given to skill level and skill specialisation at each level of the classification.

To solve this problem, two quantitative measures were developed that can be used to assess the degree to which a particular structure achieves the basic objective.

The two measures are defined as properties of the cells of the classification so that they can be applied at unit, minor and major group levels. They are defined as follows:

A task is primary to a cell if it is listed in the cell description.

Cell homogeneity is the ratio of the number of occupations in a given cell whose primary tasks are primary to the cell to the total number of occupations in the cell.

Cell coverage is the ratio of the number of occupations in a given cell whose primary tasks are primary to the cell to the total number of occupations having the same primary tasks.

The following example will illustrate the simplicity of the above concepts. Suppose there exist a number of occupations whose primary tasks involve selling and suppose there exists a major group entitled Salespersons. To maximise cell homogeneity would require that the majority of occupations classified to the major group Salespersons would list selling as their primary task. Similarly, to maximise cell coverage, would require that the majority of occupations whose primary tasks are selling should be classified in the Sales major group.

The quantitative evaluation of the classification in terms of these concepts has had to await the development of the occupation and group definitions to a sufficient standard of completeness and consistency. To date, this form of evaluation has only been undertaken in an intuitive way but it will provide a framework for future review and possible revision.

The major groups of the classification are distinguished principally on the basis of the skill level criterion. However, at this very broad level of aggregation, it is difficult to design groups which are as homogeneous as some users might wish. The minor groups are distinguished from each other principally on the basis of a broad band of values of the skill specialisation criterion; the unit groups and occupations are

distinguished principally on the basis of a progressively narrower range of values of the same criterion.

Design Constraints

ASCO was developed for the specific practical applications outlined in the opening paragraph. Although the structure is based on the conceptual model described above, it was constrained by practical considerations such as the framework of Australian economic and social institutions, the relative significance of particular occupations in the Australian labour force, data collection possibilities in statistical censuses and surveys, and user demand for statistics on particular categories of occupations. It was also constrained by the need for the structure to have sufficient intuitive appeal to provide the basis for its acceptance as a national standard classification.

The structure of some major groups in the classification has been constrained by the Australian institutional framework. The most notable example is Major Group 4, Tradespersons. ASCO has closely followed an existing and widely accepted classification of tradespersons used by all State Apprenticeship Committees. While it may have been possible to develop a conceptually superior classification of occupations in this major group, it was decided that the advantages of incorporating an existing standard were more important. Further, during the design of the structure, specific reference was made to the existence of trades courses in the majority of the States before it was decided to classify occupations to this major group rather than another. There are some exceptions to this rule where occupations have been classified as trades although no trades courses yet exist, e.g. sheep shearers.

Another factor which influenced the final structure of the classification was the design objective of producing a structure which is statistically balanced. For example, since there are eight major groups in the classification, the average size of a major group is 12.5% of the labour force. A group which is smaller than 5% of the labour force is not by definition a 'major' group. In practice, the approximate size of the major groups ranges from 5.5% to 18%. A similar design constraint was imposed at all levels of the classification.

Hence, the occupations defined in the classification have been identified on the basis of their significance in the Australian labour force. A somewhat arbitrary limit of 300 was set as the minimum number of jobs in a group before it was given the status of a principal occupation in ASCO. Groups of jobs smaller than this are given the status of specialisations of the principal occupations.

The nicety of the classification has also been compromised by limitations imposed by data collection possibilities in statistical censuses and surveys. An extensive program of operational testing was conducted by the ABS to ensure the statistical feasibility of categories defined at all levels of the structure. When prototype structures for the classification were first developed, they were extensively tested on data obtained in regular ABS collections such as the Labour Force Survey and the Employer Survey. They were also tested in the extensive development program for the 1986 Census of Population and Housing.

At the same time, a very significant research program was conducted to improve the quality of data obtained in all major ABS collections. Significant improvements in data quality were achieved in all these collections and this reduced the need to compromise the structure of the classification. However, when particular segments of the structure still posed problems in a number of different collections there was no choice but to modify the classification. In general, distinctions between categories which proved difficult to draw on the basis of available data were relegated to the lower levels of the classification.

A number of examples will illustrate the significant effect which this has had on the structure of ASCO. Operational testing revealed that it was not possible to distinguish reliably between apprentices and tradespersons without asking a number of additional questions just on this issue. Similarly, it was found that it was not possible to distinguish between supervisors and the workers they supervise without asking a number of additional questions on the specific issue of supervision.

In order to minimize the imposition on respondents, the ABS limits the number of questions which can be devoted to any one topic in any given collection. Since the classification was designed so that the unit group level would be the principal statistical collection level, both of these distinctions are now made only at the occupation level of the structure.

Another constraint on the nicety of the classification has been imposed by the requirements of significant users for a particular set of occupations to be grouped together (or otherwise) for statistical purposes. For example, there was a strong user demand for all tertiary teachers to be classified together as teachers rather than as economists, political scientists, engineers, carpenters, welders, plumbers etc. This demand was reinforced by the results of feasibility testing which revealed that, when tertiary teachers were asked about their occupation, most of them did not state their field of specialisation. In short, the only feasible solution was to classify them simply as tertiary teachers.

Lastly, the structure has been constrained by the design objective of producing major and minor groups which have some intuitive appeal and some minimum level of comparability with other major national and international occupation classifications. A number of prototype structures were developed on the basis of a more strict application of the ASCO criteria but these were not intuitively appealing. They were discarded as unlikely to provide the basis for a widely accepted national standard classification.

Thus, although the structure is based on the conceptual model outlined in this section, the reader will note some instances where the classification criteria have been applied with less precision. Most of these instances can be explained by the operation of some of the constraints mentioned above.

ASCO

STATISTICAL CLASSIFICATION

PART 2

STRUCTURE AND GROUP DEFINITIONS

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SUMMARY OF ASCO CRITERIA

The structure of ASCO is based on kind of work, defined in terms of two broad criteria - skill level and skill specialisation.

SKILL LEVEL

The skill level of an occupation is a function of the range and complexity of the set of tasks involved.

It is measured by the amount of formal education, on-the-job training and previous experience usually necessary for the satisfactory performance of the set of tasks.

Formal education consists of three types - primary, secondary and tertiary education. Secondary education is measured as the combined total of years of primary and secondary schooling. Tertiary education is divided into categories consistent with those recognized by the Australian Council of Awards in Advanced Education and the Technical and Further Education Advisory Council.

On-the-job training is defined as training received after employment in the job and is measured in weeks, months or years.

Previous experience for a given occupation is defined as the number of years of experience gained in other occupations which contribute to the satisfactory performance of the set of tasks.

SKILL SPECIALISATION

This criterion is used to group occupations according to type, rather than level, of skill.

It is measured by:

- . field of knowledge;
- . tools or equipment used;
- . materials worked on;
- . goods or services produced.

(1) Field of knowledge

This variable indicates the subject matter which is essential to the tasks performed.

(2) Tools or equipment used

This variable indicates the plant, machinery or hand tools used in the performance of the tasks.

The terms 'plant', 'machinery' and 'hand tools' are defined as follows:

- . plant - mobile or stationary equipment, which is large in size, performs several related functions, and is usually controlled by an internally located operator;
- . machinery - usually stationary equipment, which is not as large as plant, performs one processing function and is usually controlled by an externally located operator;
- . hand tools - equipment which is small enough to be moved and operated by one person.

(3) Materials worked on

This variable indicates the materials which are processed, refined or fabricated as an essential part of the tasks performed.

(4) Goods or services produced

This variable indicates the goods or services which are produced as a result of the tasks performed.

PROFILE OF THE ASCO STRUCTURE

LEVELS IN THE STRUCTURE

The structure of ASCO has four levels:

- . major group
- . minor group
- . unit group
- . occupation.

Major Groups are:

- . the broadest level of the classification
- . denoted by 1-digit codes
- . distinguished from each other on the basis of skill level.

There are 8 Major Groups.

Minor Groups are:

- . subdivisions of the major groups
- . denoted by 2-digit codes (the relevant major group code, plus an additional digit)
- . distinguished from other minor groups in the same major group on the basis of broadly stated skill specialisation

There are 52 Minor Groups.

Unit Groups are:

- . subdivisions of the minor groups
- . denoted by 4-digit codes (the relevant minor group code, plus 2 additional digits)
- . distinguished from other unit groups in the same minor group on the basis of a finer degree of skill specialisation

There are 282 Unit Groups.

Occupations are:

- . subdivisions of the unit groups;
- . denoted by 6-digit codes (the relevant unit group code, plus a hyphen and 2 additional digits);
- . distinguished from other occupations in the same unit group on the basis of detailed skill level and specialisation
- . sets of jobs which involve the performance of a common set of tasks.

There are 1079 Occupations.

The following example illustrates these conventions:

| LEVEL | CODE | TITLE |
|-------------|---------|-----------------------------------|
| Major group | 2 | Professionals |
| Minor group | 28 | Artists and Related Professionals |
| Unit group | 2805 | Designers and Illustrators |
| Occupation | 2805-13 | Graphic Designer |

RESERVED CODES

Occupation and unit group codes in ASCO end in odd digits to allow for future expansion without need for substantial re-numbering.

Certain codes are reserved for residual categories and for supervisory and trainee occupations.

Residual Categories

A set of codes is reserved for residual categories at the minor group, unit group and occupation levels. These categories cover elements not included in substantive categories at various levels in the classification.

The reserved codes are:

- . M9uu-oo at minor group level
- . Mm99-oo at unit group level
- . Mmuu-99 at occupation level

(where Mmuu is the unit group code and Mmuu-oo the occupation code)

Most groups in ASCO contain a number of substantive subsets at the next lower level. Each subset was created by selecting occupations or groups of occupations which are similar in terms of the classification criteria. In many cases, however, some occupations remain which have nothing in common except that they all belong to the same broader group. As a result, the substantive subsets together do not correspond to the entire group. For example, not everything in the Minor Group

82 Agricultural Labourers and Related Workers

is covered by the substantive Unit Groups

- 8201 Farm Hands and Assistants
- 8203 Forestry Labourers
- and
- 8205 Nursery and Garden Labourers.

Consequently categories have been created to cover the remaining elements. These are called 'residual categories'. In the above example, the residual Unit Group

8299 Other Agricultural Labourers and Related Workers

was created to cover the balance of Minor Group 82.

ASCO uses several terms to indicate residual categories - 'miscellaneous' at the minor group level, 'other' at the unit group level, and 'nec' (for 'not elsewhere classified') at the occupation level.

Residual categories are less homogeneous than other groups at the same level, but are required to ensure that the structure is exhaustive at all levels.

Reserved Codes at Occupation Level

At the occupation level there are two sets of reserved codes - those for supervisors, and those for trainees.

Supervisory codes have a zero in the first column following the hyphen. They range from Mmuu-01 to Mmuu-09.

The term 'supervisor' covers foremen/women, superintendents, overseers and other workers who both supervise and participate in the work of a team of Clerks, Salespersons and Personal Service Workers, Tradespersons, Plant and Machine Operators and Drivers and/or Labourers and Related Workers.

Trainee codes have a nine in the first column following the hyphen. They range from Mmuu-91 to Mmuu-97.

The term 'trainee' covers employed persons undertaking a period of on-the-job training, whether or not in conjunction with formal study for a particular occupation. They may or may not be apprenticed or otherwise indentured.

SUPPLEMENTARY CODES

Supplementary codes are used to process inadequately described responses in statistical collections. The codes are of two types - those commencing with '9' and those ending with one or more zeros.

Codes commencing with '9' are used to process responses which do not provide sufficient information to be coded to any level of the structure. They may also be used to process responses which are not covered by the current definition of the labour force (as defined by the International Labour Office) and are thus not contained within the structure, for example, 'housewife', 'pensioner' and 'student'.

Codes ending in one or more zeros are used to process responses which do not provide sufficiently detailed information to be coded to the level of the structure adopted for the collection, but which do provide enough information to be coded to a higher level of the structure. Thus, for example, responses which are codable only at the major or minor group levels can be processed within a collection coded at the unit group level. The following table details the use of these codes for relevant levels of the structure.

| COLLECTION CODED TO | CODE | RESPONSE CODABLE ONLY TO |
|------------------------|-------------------------------|--|
| minor group | M0 | major group |
| unit group | M000 Mm00 | major group minor group |
| occupation | M000-00 Mm00-00 Mmuu-00 | major group minor group unit group |

(Where M is a major group code, Mm is a minor group code, and Mmuu is a unit group code.)

NAMING CONVENTIONS

1. Titles at all levels are designed to illustrate the mutually exclusive nature of the groups and occupations. For this reason most titles are unique to one group or occupation. However, there are some groups which contain only one subset, and therefore possess exactly the same title as that subset.
2. All substantive terms in ASCO titles appear as nouns rather than adjectives.
3. At major, minor and unit group levels titles are in plural form, but occupation titles, including alternative and specialisation titles, are in singular form.
4. ASCO uses three terms to indicate residual categories: 'miscellaneous' at the minor group level, 'other' at the unit group level, and 'nec' (for 'not elsewhere classified') at the occupation level.

Residual categories always occur at the end of lists and their codes end in '9' as described above in the section, Reserved Codes.

5. Gender-neutral terms have been used in all titles, with the exception of some titles used by the Defence Forces.

6. Some commonly-used terms have restricted meanings in ASCO. These are defined above in Summary of ASCO Criteria, and in specific group definitions.

DISTRIBUTION OF MAJOR, MINOR, UNIT GROUPS AND OCCUPATIONS

| MAJOR GROUPS | MINOR GROUPS | UNIT GROUPS | OCCUPATIONS |
|--|--------------|-------------|-------------|
| 1. Managers and Administrators | 6 | 21 | 60 |
| 2. Professionals | 9 | 62 | 191 |
| 3. Para-professionals | 6 | 22 | 113 |
| 4. Tradespersons | 9 | 60 | 275 |
| 5. Clerks | 7 | 23 | 72 |
| 6. Salespersons and Personal Service Workers | 6 | 20 | 82 |
| 7. Plant and Machine Operators, and Drivers | 4 | 40 | 162 |
| 8. Labourers and Related Workers | 5 | 34 | 124 |
| 8 | 52 | 282 | 1079 |

MAJOR GROUPS

- 1 MANAGERS AND ADMINISTRATORS**
- 2 PROFESSIONALS**
- 3 PARA-PROFESSIONALS**
- 4 TRADESPERSONS**
- 5 CLERKS**
- 6 SALESPERSONS AND PERSONAL SERVICE WORKERS**
- 7 PLANT AND MACHINE OPERATORS, AND DRIVERS**
- 8 LABOURERS AND RELATED WORKERS**

1 MANAGERS AND ADMINISTRATORS

- 11 Legislators and Government Appointed Officials
- 12 General Managers
- 13 Specialist Managers
- 14 Farmers and Farm Managers
- 15 Managing Supervisors (Sales and Service)
- 16 Managing Supervisors (Other Business)

2 PROFESSIONALS

- 21 Natural Scientists
- 22 Building Professionals and Engineers
- 23 Health Diagnosis and Treatment Practitioners
- 24 School Teachers
- 25 Other Teachers and Instructors
- 26 Social Professionals
- 27 Business Professionals
- 28 Artists and Related Professionals
- 29 Miscellaneous Professionals

3 PARA-PROFESSIONALS

- 31 Medical and Science Technical Officers and Technicians
- 32 Engineering and Building Associates and Technicians
- 33 Air and Sea Transport Technical Workers
- 34 Registered Nurses
- 35 Police
- 39 Miscellaneous Para-Professionals

4 TRADESPERSONS

- 41 Metal Fitting and Machining Tradespersons
- 42 Other Metal Tradespersons
- 43 Electrical and Electronics Tradespersons
- 44 Building Tradespersons
- 45 Printing Tradespersons
- 46 Vehicle Tradespersons

- 47 Food Tradespersons

- 48 Amenity Horticultural Tradespersons
- 49 Miscellaneous Tradespersons

5 CLERKS

- 51 Stenographers and Typists
- 52 Data Processing and Business Machine Operators
- 53 Numerical Clerks
- 54 Filing, Sorting and Copying Clerks
- 55 Material Recording and Despatching Clerks
- 56 Receptionists, Telephonists and Messengers
- 59 Miscellaneous Clerks

6 SALESPERSONS AND PERSONAL SERVICE WORKERS

- 61 Investment, Insurance and Real Estate Salespersons
- 62 Sales Representatives
- 63 Sales Assistants
- 64 Tellers, Cashiers and Ticket Salespersons
- 65 Miscellaneous Salespersons
- 66 Personal Service Workers

7 PLANT AND MACHINE OPERATORS, AND DRIVERS

- 71 Road and Rail Transport Drivers
- 72 Mobile Plant Operators (except Transport)
- 73 Stationary Plant Operators
- 74 Machine Operators

8 LABOURERS AND RELATED WORKERS

- 81 Trades Assistants and Factory Hands
- 82 Agricultural Labourers and Related Workers
- 83 Cleaners
- 84 Construction and Mining Labourers
- 89 Miscellaneous Labourers and Related Workers

ASCO STRUCTURE

UNIT GROUPS

| | | | |
|-----------|--|-----------|---|
| 1 | MANAGERS AND ADMINISTRATORS | 2101 | Chemists |
| | | 2103 | Geologists and Geophysicists |
| 11 | LEGISLATORS AND GOVERNMENT APPOINTED OFFICIALS | 2105 | Physicists |
| 1101 | Parliamentarians, Councillors and Government Representatives | 2107 | Life Scientists |
| 1103 | Judges, Magistrates and Mediators | 2109 | Medical Testing Professionals |
| | | 2199 | Other Natural Scientists |
| 12 | GENERAL MANAGERS | 22 | BUILDING PROFESSIONALS AND ENGINEERS |
| 1201 | General Managers | 2201 | Architects and Landscape Architects |
| 13 | SPECIALIST MANAGERS | 2203 | Quantity Surveyors |
| 1301 | Finance Managers | 2205 | Cartographers and Surveyors |
| 1303 | Sales and Marketing Managers | 2207 | Chemical Engineers |
| 1305 | Production Managers | 2209 | Civil Engineers |
| 1307 | Supply and Distribution Managers | 2211 | Electrical and Electronics Engineers |
| 1309 | Personnel and Industrial Relations Managers | 2213 | Mechanical Engineers |
| 1311 | Data Processing Managers | 2215 | Mining Engineers |
| 1313 | Public Policy Managers | 2217 | Metallurgists and Materials Scientists |
| 1315 | Directors of Nursing | 2219 | Other Engineers |
| 1317 | Education Managers | 23 | HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS |
| 1319 | Commissioned Officers (Management) | 2301 | General Medical Practitioners |
| 1399 | Other Specialist Managers | 2303 | Specialist Medical Practitioners |
| 14 | FARMERS AND FARM MANAGERS | 2305 | Dental Practitioners |
| 1401 | Farmers and Farm Managers | 2307 | Pharmacists |
| 15 | MANAGING SUPERVISORS (SALES AND SERVICE) | 2309 | Occupational Therapists |
| 1501 | Shop Managers | 2311 | Optometrists |
| 1503 | Restaurant and Catering Managing Supervisors | 2313 | Physiotherapists |
| 1505 | Accommodation and Tavern Managing Supervisors | 2315 | Speech Pathologists |
| 1507 | Financial Institution Branch Managers | 2317 | Chiropractors and Osteopaths |
| 1599 | Other Managing Supervisors (Sales and Service) | 2319 | Podiatrists |
| 16 | MANAGING SUPERVISORS (OTHER BUSINESS) | 2321 | Radiographers |
| 1601 | Managing Supervisors (Other Business) | 2323 | Veterinarians |
| | | 2399 | Other Health Diagnosis and Treatment Practitioners |
| 2 | PROFESSIONALS | 24 | SCHOOL TEACHERS |
| 21 | NATURAL SCIENTISTS | 2401 | Pre-Primary School Teachers |
| | | 2403 | Primary School Teachers |
| | | 2405 | Secondary School Teachers |
| | | 2407 | Special Education Teachers |

UNIT GROUPS

ASCO STRUCTURE

| | |
|-----------|---|
| 25 | OTHER TEACHERS AND INSTRUCTORS |
| 2501 | University and CAE Teachers |
| 2503 | TAFE Teachers |
| 2505 | Extra-Systemic Teachers and Instructors |
| 26 | SOCIAL PROFESSIONALS |
| 2601 | Social Workers |
| 2603 | Counsellors |
| 2605 | Lawyers |
| 2607 | Ministers of Religion |
| 27 | BUSINESS PROFESSIONALS |
| 2701 | Accountants |
| 2703 | Public Relations Officers |
| 2705 | Personnel Specialists |
| 2707 | Computing Professionals |
| 2799 | Other Business Professionals |
| 28 | ARTISTS AND RELATED PROFESSIONALS |
| 2801 | Painters, Sculptors and Related Professionals |
| 2803 | Photographers |
| 2805 | Designers and Illustrators |
| 2807 | Journalists |
| 2809 | Authors and Related Professionals |
| 2811 | Film, Television and Stage Directors |
| 2813 | Dancers and Choreographers |
| 2815 | Musicians, Composers and Related Professionals |
| 2817 | Actors and Related Professionals |
| 2819 | Announcers |
| 29 | MISCELLANEOUS PROFESSIONALS |
| 2901 | Economists |
| 2903 | Psychologists |
| 2905 | Education Researchers and Related Professionals |
| 2907 | Other Social Scientists |
| 2909 | Mathematicians, Statisticians and Actuaries |
| 2911 | Librarians |
| 2999 | Other Professionals |

| | |
|-----------|--|
| 3 | PARA-PROFESSIONALS |
| 31 | MEDICAL AND SCIENCE TECHNICAL OFFICERS AND TECHNICIANS |
| 3101 | Medical Technical Officers and Technicians |
| 3103 | Science Technical Officers and Technicians |
| 32 | ENGINEERING AND BUILDING ASSOCIATES AND TECHNICIANS |
| 3201 | Electrical and Electronic Engineering Associates and Technicians |
| 3203 | Civil Engineering Associates and Technicians |
| 3205 | Mechanical Engineering Associates and Technicians |
| 3207 | Building, Architectural and Surveying Associates and Technicians |
| 3299 | Other Engineering and Building Associates and Technicians |
| 33 | AIR AND SEA TRANSPORT TECHNICAL WORKERS |
| 3301 | Aircraft Pilots |
| 3303 | Air Transport Operating Support Workers |
| 3305 | Ship's Pilots and Deck Officers |
| 3307 | Marine Engineers and Surveyors |
| 34 | REGISTERED NURSES |
| 3401 | Registered Nurses |
| 35 | POLICE |
| 3501 | Police |
| 39 | MISCELLANEOUS PARA-PROFESSIONALS |
| 3901 | Welfare Para-Professionals |
| 3903 | Performing Arts Support Workers |
| 3905 | Inspectors and Regulatory Officers |
| 3907 | Child Care Co-Ordinators |
| 3909 | Ambulance Officers |
| 3911 | Prison Officers |
| 3913 | Procurement Officers |
| 3915 | Sportspersons and Related Workers |
| 3999 | Other Para-Professionals |
| 4 | TRADESPERSONS |

ASCO STRUCTURE

UNIT GROUPS

41 METAL FITTING AND MACHINING TRADESPERSONS

- 4101 Toolmakers
- 4103 Metal Fitters and Machinists

42 OTHER METAL TRADESPERSONS

- 4201 Forging Tradespersons
- 4203 Sheetmetal Tradespersons
- 4205 Structural Steel, Boilermaking and Welding Tradespersons
- 4207 Metal Casting Tradespersons
- 4209 Metal Finishing Tradespersons
- 4211 Aircraft Maintenance Engineers
- 4213 Precision Metal Tradespersons

43 ELECTRICAL AND ELECTRONICS TRADESPERSONS

- 4301 Electrical Powerline Tradespersons
- 4303 Electrical Fitters
- 4305 Automotive Electricians
- 4307 Refrigeration and Air-Conditioning Mechanics
- 4309 Electrical Mechanics
- 4311 Communications Equipment Tradespersons
- 4313 Radio and Television Servicers
- 4315 Office Equipment and Computer Servicers
- 4399 Other Electrical and Electronics Tradespersons

44 BUILDING TRADESPERSONS

- 4401 Carpenters and Joiners
- 4403 Bricklayers
- 4405 Painters, Decorators and Signwriters
- 4407 Plasterers
- 4409 Plumbers
- 4411 Roof Slaters and Tilers
- 4413 Wall and Floor Tilers

45 PRINTING TRADESPERSONS

- 4501 Compositors
- 4503 Graphic Reproduction Tradespersons
- 4505 Printing Machinists
- 4507 Binders and Finishers
- 4509 Stereotypers and Electrotypers

- 4511 Screen Printers

46 VEHICLE TRADESPERSONS

- 4601 Vehicle Mechanics
- 4603 Panel Beaters
- 4605 Vehicle Painters
- 4607 Vehicle Body Makers
- 4609 Vehicle Trimmers

47 FOOD TRADESPERSONS

- 4701 Meat Tradespersons
- 4703 Bakers and Pastrycooks
- 4705 Cooks
- 4799 Other Food Tradespersons

48 AMENITY HORTICULTURAL TRADESPERSONS

- 4801 Nurserymen/women
- 4803 Greenkeepers
- 4805 Gardeners

49 MISCELLANEOUS TRADESPERSONS

- 4901 Wood Machinists and Turners
- 4903 Cabinetmakers
- 4905 Other Wood Tradespersons
- 4907 Marine Construction Tradespersons
- 4909 Blasting Tradespersons
- 4911 Garment Tradespersons
- 4913 Upholsterers and Bedding Tradespersons
- 4915 Shoemaking and Repairing Tradespersons
- 4917 Other Leather and Canvas Tradespersons
- 4919 Floor Coverers
- 4921 Glass Tradespersons
- 4923 Jewellery and Precious Metalware Tradespersons
- 4925 Craftworkers
- 4927 Hairdressers
- 4929 Sheep Shearers
- 4931 Animal Trainers
- 4999 Other Tradespersons

5 CLERKS

UNIT GROUPS

ASCO STRUCTURE

51 STENOGRAPHERS AND TYPISTS

- 5101 Office Secretaries and Stenographers
- 5103 Typists and Typist-Clerks
- 5105 Word Processing Operators

52 DATA PROCESSING AND BUSINESS MACHINE OPERATORS

- 5201 Data Processing Machine Operators
- 5203 Business Machine Operators

53 NUMERICAL CLERKS

- 5301 Accounting Clerks
- 5303 Insurance and Broking Clerks
- 5305 Statistical and Actuarial Clerks

54 FILING, SORTING AND COPYING CLERKS

- 5401 Library and Filing Clerks
- 5403 Mail Sorters
- 5499 Other Filing, Sorting and Copying Clerks

55 MATERIAL RECORDING AND DESPATCHING CLERKS

- 5501 Production Recording Clerks
- 5503 Transport Recording and Despatching Clerks
- 5505 Stock and Purchasing Clerks

56 RECEPTIONISTS, TELEPHONISTS AND MESSENGERS

- 5601 Receptionists and Information Clerks
- 5603 Telephonists
- 5605 Messengers and Delivery Officers

59 MISCELLANEOUS CLERKS

- 5901 Collection Clerks
- 5903 Teachers' Aides
- 5905 Personnel Clerks
- 5907 Legal and Related Clerks
- 5909 Postal Clerks and Officers
- 5999 Other Clerks

6 SALESPERSONS AND PERSONAL SERVICE WORKERS

61 INVESTMENT, INSURANCE AND REAL ESTATE SALESPERSONS

- 6101 Securities and Finance Dealers
- 6103 Insurance Brokers and Agents
- 6105 Real Estate Salespersons and Property Managers
- 6199 Other Investment, Insurance and Real Estate Salespersons

62 SALES REPRESENTATIVES

- 6201 Sales Representatives

63 SALES ASSISTANTS

- 6301 Sales Assistants

64 TELLERS, CASHIERS AND TICKET SALESPERSONS

- 6401 Tellers
- 6403 Cashiers
- 6405 Ticket Salespersons

65 MISCELLANEOUS SALESPERSONS

- 6501 Street Vendors, Canvassers and Sales Drivers
- 6503 Bar Attendants
- 6505 Waiters and Waitresses
- 6507 Travel Agents
- 6599 Other Salespersons

66 PERSONAL SERVICE WORKERS

- 6601 Child Care, Refuge and Related Workers
- 6603 Enrolled Nurses
- 6605 Dental Nurses
- 6607 Home Companions and Aides
- 6609 Travel Stewards
- 6699 Other Personal Service Workers

7 PLANT AND MACHINE OPERATORS, AND DRIVERS

71 ROAD AND RAIL TRANSPORT DRIVERS

- 7101 Bus and Tram Drivers
- 7103 Automobile Drivers
- 7105 Truck Drivers
- 7107 Locomotive Drivers

ASCO STRUCTURE

UNIT GROUPS

72 MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)

| | |
|------|---|
| 7201 | Excavating and Earthmoving Plant Operators |
| 7203 | Forklift and Related Drivers |
| 7205 | Logging Plant Operators |
| 7207 | Paving and Surfacing Plant Operators |
| 7209 | Agricultural Plant Operators |
| 7211 | Fire Fighters |
| 7299 | Other Mobile Plant Operators (except Transport) |

73 STATIONARY PLANT OPERATORS

| | |
|------|---|
| 7301 | Power Generation Plant Operators |
| 7303 | Engine and Boiler Operators (except Power Generation) |
| 7305 | Chemical Plant Operators |
| 7307 | Petroleum and Gas Plant Operators |
| 7309 | Bulk Materials Handling Plant Operators |
| 7311 | Crane Operators |
| 7313 | Hoist, Winch and Lift Operators |
| 7315 | Furnace and Kiln Operators |
| 7317 | Drilling Plant Operators |
| 7399 | Other Stationary Plant Operators |

74 MACHINE OPERATORS

| | |
|------|---|
| 7401 | Basic Metal Products Machine Operators |
| 7403 | Metal Press Operators |
| 7405 | Other Metal Products Machine Operators |
| 7407 | Plastics Production Machine Operators |
| 7409 | Rubber Production Machine Operators |
| 7411 | Chemical Production Machine Operators |
| 7413 | Wood Processing Machine Operators |
| 7415 | Paper and Paper Products Machine Operators |
| 7417 | Glass Production Machine Operators |
| 7419 | Clay and Stone Processing Machine Operators |
| 7421 | Yarn Production Machine Operators |
| 7423 | Hide and Skin Processing Machine Operators |

| | |
|------|---|
| 7425 | Fabric Production Machine Operators |
| 7427 | Textile Sewing Machinists 259 |
| 7429 | Shoemaking Machine Operators |
| 7431 | Food Processing Machine Operators |
| 7433 | Packaging Machine Operators |
| 7435 | Photographic Products Machine Operators |
| 7499 | Other Machine Operators |

8 LABOURERS AND RELATED WORKERS

81 TRADES ASSISTANTS AND FACTORY HANDS

| | |
|------|---|
| 8101 | Trades Assistants |
| 8103 | Assemblers |
| 8105 | Hand Packers |
| 8107 | Industrial Spray Painters |
| 8109 | Quality Controllers |
| 8199 | Other Trades Assistants and Factory Hands |

82 AGRICULTURAL LABOURERS AND RELATED WORKERS

| | |
|------|--|
| 8201 | Farm Hands and Assistants |
| 8203 | Forestry Labourers |
| 8205 | Nursery and Garden Labourers |
| 8299 | Other Agricultural Labourers and Related Workers |

83 CLEANERS

| | |
|------|----------|
| 8301 | Cleaners |
|------|----------|

84 CONSTRUCTION AND MINING LABOURERS

| | |
|------|---|
| 8401 | Installation Workers |
| 8403 | Concrete Workers |
| 8405 | Structural Steel and Related Construction Labourers |
| 8407 | Earthmoving Labourers |
| 8409 | Paving and Surfacing Labourers |
| 8411 | Survey Hands |
| 8413 | Railway Labourers |
| 8415 | Mining and Mineral Ore Treating Labourers |
| 8499 | Other Construction and Mining Labourers |

UNIT GROUPS

ASCO STRUCTURE

| | |
|------|--|
| 89 | MISCELLANEOUS LABOURERS AND RELATED WORKERS |
| 8901 | Ushers and Door Attendants |
| 8903 | Luggage Porters |
| 8905 | Garbage Collectors |
| 8907 | Storemen/women |
| 8909 | Freight and Furniture Handlers |
| 8911 | Guards and Security Officers |
| 8913 | Caretakers |
| 8915 | Housekeepers |
| 8917 | Laundry Workers |
| 8919 | Kitchenhands |
| 8921 | Ward Helpers |
| 8923 | Vehicle Accessories Fitters |
| 8925 | Fishermen/women, Deckhands and Seamen/women |
| 8999 | Other Labourers and Related Workers |

14

343 (include sub-divisions,
divisions & total)

61

282

High level total
4 digit only

1 MANAGERS AND ADMINISTRATORS

11 LEGISLATORS AND GOVERNMENT APPOINTED OFFICIALS

1101 PARLIAMENTARIANS, COUNCILLORS AND GOVERNMENT REPRESENTATIVES

1101-11 Member of Parliament

1101-99 Parliamentarians, Councillors and Government Representatives nec

1103 JUDGES, MAGISTRATES AND MEDIATORS

1103-11 Coroner

1103-13 Judge

1103-15 Magistrate

1103-17 Administrative Appeals Tribunal Member

1103-19 Industrial Tribunal Member

12 GENERAL MANAGERS

1201 GENERAL MANAGERS

1201-11 General Manager

13 SPECIALIST MANAGERS

1301 FINANCE MANAGERS

1301-11 Finance Manager

1303 SALES AND MARKETING MANAGERS

1303-11 Sales and Marketing Manager

1305 PRODUCTION MANAGERS

1305-11 Production Manager (Manufacturing and Mining)

1305-13 Producer (Media)

1307 SUPPLY AND DISTRIBUTION MANAGERS

1307-11 Supply and Distribution Manager

1309 PERSONNEL AND INDUSTRIAL RELATIONS MANAGERS

1309-11 Personnel and Industrial Relations Manager

1311 DATA PROCESSING MANAGERS

1311-11 Data Processing Manager

1313 PUBLIC POLICY MANAGERS

1313-11 Public Policy Manager

1315 DIRECTORS OF NURSING

1315-11 Director of Nursing

1317 EDUCATION MANAGERS

1317-11 School Principal

1317-99 Education Managers nec

1319 COMMISSIONED OFFICERS (MANAGEMENT)

1319-11 Commissioned Police Officer

1319-13 Commissioned Fire Officer

1319-15 Commissioned Defence Force Officer (Management)

1319-91 Trainee Officer (Defence Forces)

1399 OTHER SPECIALIST MANAGERS

1399-11 Engineering Manager

1399-13 Research Manager

1399-99 Specialist Managers nec

14 FARMERS AND FARM MANAGERS

1401 FARMERS AND FARM MANAGERS

1401-11 Grain, Oilseed and Pasture Grower

1401-13 Sugar Cane Grower

1401-15 Tobacco Grower

1401-17 Beef Cattle Farmer

1401-19 Dairy Farmer

1401-21 Sheep Farmer

1401-23 Pig Farmer

OCCUPATIONS**ASCO STRUCTURE**

| | |
|---------|-------------------------------|
| 1401-25 | Poultry Farmer |
| 1401-27 | Horse Breeder |
| 1401-29 | Mixed Farmer |
| 1401-31 | Fruit and Nut Grower |
| 1401-33 | Vegetable Grower |
| 1401-35 | Apiarist |
| 1401-91 | Trainee Farmer |
| 1401-99 | Farmers and Farm Managers nec |

**15 MANAGING SUPERVISORS
(SALES AND SERVICE)****1501 SHOP MANAGERS**

| | |
|---------|--------------|
| 1501-11 | Shop Manager |
|---------|--------------|

**1503 RESTAURANT AND CATERING
MANAGING SUPERVISORS**

| | |
|---------|---|
| 1503-11 | Restaurant and Catering Managing Supervisor |
|---------|---|

**1505 ACCOMMODATION AND TAVERN
MANAGING SUPERVISORS**

| | |
|---------|---|
| 1505-11 | Hotel/Motel Manager |
| 1505-13 | Caravan Park Manager |
| 1505-99 | Accommodation and Tavern Managing Supervisors nec |

**1507 FINANCIAL INSTITUTION BRANCH
MANAGERS**

| | |
|---------|--------------------------------------|
| 1507-11 | Financial Institution Branch Manager |
|---------|--------------------------------------|

**1599 OTHER MANAGING SUPERVISORS
(SALES AND SERVICE)**

| | |
|---------|--|
| 1599-11 | Hairdressing Establishment Managing Supervisor |
| 1599-13 | Sports Centre Manager |
| 1599-15 | Postmaster/mistress |
| 1599-17 | Real Estate Agency Manager |
| 1599-19 | Bookmaker |
| 1599-21 | Railway Station Master/Mistress |
| 1599-99 | Managing Supervisors (Sales and Service) nec |

**16 MANAGING SUPERVISORS
(OTHER BUSINESS)****1601 MANAGING SUPERVISORS (OTHER
BUSINESS)**

| | |
|---------|---|
| 1601-11 | Importer-Exporter |
| 1601-13 | Professional Builder |
| 1601-15 | Building Contractor |
| 1601-17 | Wholesaler |
| 1601-19 | Manufacturer |
| 1601-99 | Managing Supervisors (Other Business) nec |

2 PROFESSIONALS

21 NATURAL SCIENTISTS

2101 CHEMISTS

2101-11 Chemist

2103 GEOLOGISTS AND GEOPHYSICISTS

2103-11 Geologist

2103-13 Geophysicist

2105 PHYSICISTS

2105-11 Physicist

2107 LIFE SCIENTISTS

2107-11 Anatomist

2107-13 Physiologist

2107-15 Biochemist

2107-17 Biophysicist

2107-19 Botanist

2107-21 Ecologist

2107-23 Zoologist

2107-25 Forester

2107-27 Agricultural Extension Officer

2107-99 Life Scientists nec

2109 MEDICAL TESTING PROFESSIONALS

2109-11 Medical Laboratory Scientist

2109-13 Clinical Physical Scientist

2199 OTHER NATURAL SCIENTISTS

2199-11 Environmental Scientist

2199-13 Soil Scientist

2199-15 Meteorologist

22 BUILDING PROFESSIONALS AND ENGINEERS

2201 ARCHITECTS AND LANDSCAPE ARCHITECTS

2201-11 Architect

2201-13 Landscape Architect

2203 QUANTITY SURVEYORS

2203-11 Quantity Surveyor

2205 CARTOGRAPHERS AND SURVEYORS

2205-11 Cartographer

2205-13 Surveyor

2207 CHEMICAL ENGINEERS

2207-11 Chemical Engineer

2209 CIVIL ENGINEERS

2209-11 Civil Engineer

2211 ELECTRICAL AND ELECTRONICS ENGINEERS

2211-11 Electrical Engineer

2211-13 Electronics Engineer

2213 MECHANICAL ENGINEERS

2213-11 Mechanical Engineer

2215 MINING ENGINEERS

2215-11 Mining Engineer (except Petroleum)

2215-13 Petroleum Engineer

2217 METALLURGISTS AND MATERIALS SCIENTISTS

2217-11 Extractive Metallurgist

2217-13 Physical Metallurgist

2217-15 Materials Engineer

2217-17 Materials Scientist

2219 OTHER ENGINEERS

2219-11 Aeronautical Engineer

2219-13 Agricultural Engineer

2219-15 Naval Architect

2219-17 Industrial Engineer

2219-99 Engineers nec

OCCUPATIONS**ASCO STRUCTURE****23 HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS****2301 GENERAL MEDICAL PRACTITIONERS**

2301-11 General Medical Practitioner

2303 SPECIALIST MEDICAL PRACTITIONERS

2303-11 Anaesthetist

2303-13 Cardiologist

2303-15 Obstetrician and Gynaecologist

2303-17 Ophthalmologist

2303-19 Orthopaedic Specialist

2303-21 Psychiatrist

2303-23 Radiologist

2303-25 Paediatrician

2303-27 Thoracic Specialist

2303-29 Dermatologist

2303-31 Otorhinolaryngologist

2303-33 Urologist

2303-35 Surgeon

2303-37 Pathologist

2303-39 Specialist in Rehabilitation Medicine

2303-41 Specialist Physician

2303-99 Specialist Medical Practitioners nec

2305 DENTAL PRACTITIONERS

2305-11 Dentist

2305-13 Dental Specialist

2307 PHARMACISTS

2307-11 Hospital Pharmacist

2307-13 Industrial Pharmacist

2307-15 Retail Pharmacist

2309 OCCUPATIONAL THERAPISTS

2309-11 Occupational Therapist

2311 OPTOMETRISTS

2311-11 Optometrist

2313 PHYSIOTHERAPISTS

2313-11 Physiotherapist

2315 SPEECH PATHOLOGISTS

2315-11 Speech Pathologist

2317 CHIROPRACTORS AND OSTEOPATHS

2317-11 Chiropractor

2317-13 Osteopath

2319 PODIATRISTS

2319-11 Podiatrist

2321 RADIOGRAPHERS

2321-11 Medical Diagnostic Radiographer

2321-13 Medical Therapeutic Radiographer

2321-15 Nuclear Medicine Technologist

2323 VETERINARIANS

2323-11 Veterinarian

2399 OTHER HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS

2399-11 Audiologist

2399-13 Dietitian

2399-15 Orthoptist

2399-99 Health Diagnosis and Treatment Practitioners nec

24 SCHOOL TEACHERS**2401 PRE-PRIMARY SCHOOL TEACHERS**

2401-11 Pre-Primary School Teacher

2403 PRIMARY SCHOOL TEACHERS

2403-01 Senior Teacher, Infant-Primary School

2403-11 Primary School Teacher

2405 SECONDARY SCHOOL TEACHERS

ASCO STRUCTURE

| | |
|-------------|--|
| 2405-01 | Senior Teacher, Secondary School |
| 2405-11 | Secondary School Teacher |
| 2407 | SPECIAL EDUCATION TEACHERS |
| 2407-11 | Resource Teacher |
| 2407-13 | Teacher of Disabled or Gifted Students |
| 2407-99 | Special Education Teachers nec |
| 25 | OTHER TEACHERS AND INSTRUCTORS |
| 2501 | UNIVERSITY AND CAE TEACHERS |
| 2501-11 | University or CAE Lecturer |
| 2501-13 | University or CAE Tutor |
| 2503 | TAFE TEACHERS |
| 2503-01 | Head of School (TAFE) |
| 2503-11 | TAFE Teacher (Trades) |
| 2503-13 | TAFE Teacher (General Education) |
| 2505 | EXTRA-SYSTEMIC TEACHERS AND INSTRUCTORS |
| 2505-11 | Art Teacher (Private) |
| 2505-13 | Music Teacher (Private) |
| 2505-15 | Dance Teacher (Private) |
| 2505-17 | Drama Teacher (Private) |
| 2505-19 | Driving Instructor |
| 2505-21 | Flying Instructor |
| 2505-23 | Ground School Instructor |
| 2505-25 | Nurse Educator |
| 2505-99 | Extra-Systemic Teachers and Instructors nec |
| 26 | SOCIAL PROFESSIONALS |
| 2601 | SOCIAL WORKERS |
| 2601-11 | Social Planner and Administrator |
| 2601-13 | Community Social Worker |
| 2601-15 | Social Case Worker |
| 2603 | COUNSELLORS |

OCCUPATIONS

| | |
|-------------|----------------------------------|
| 2603-11 | Rehabilitation Counsellor |
| 2603-13 | Marriage Counsellor |
| 2603-15 | Family Court Counsellor |
| 2603-17 | Careers Counsellor and Adviser |
| 2603-99 | Counsellors nec |
| 2605 | LAWYERS |
| 2605-11 | Barrister |
| 2605-13 | Solicitor |
| 2605-91 | Articled Clerk |
| 2605-99 | Lawyers nec |
| 2607 | MINISTERS OF RELIGION |
| 2607-11 | Minister of Religion |
| 27 | BUSINESS PROFESSIONALS |
| 2701 | ACCOUNTANTS |
| 2701-11 | Accountant |
| 2701-91 | Trainee Accountant |
| 2703 | PUBLIC RELATIONS OFFICERS |
| 2703-11 | Public Relations Officer |
| 2705 | PERSONNEL SPECIALISTS |
| 2705-11 | Personnel Officer |
| 2705-13 | Training Officer |
| 2705-15 | Staff Development Officer |
| 2707 | COMPUTING PROFESSIONALS |
| 2707-11 | Applications Programmer |
| 2707-13 | Systems Programmer |
| 2707-15 | Analyst Programmer |
| 2707-17 | Computer Systems Analyst |
| 2707-19 | Software Engineer |
| 2707-21 | Database Administrator |
| 2707-23 | Computer Scientist |
| 2707-25 | EDP Auditor |

OCCUPATIONS

ASCO STRUCTURE

| | |
|-------------|-------------------------------------|
| 2799 | OTHER BUSINESS PROFESSIONALS |
| 2799-11 | Medical Record Administrator |
| 2799-13 | Industrial Relations Officer |
| 2799-15 | Organisation and Methods Analyst |
| 2799-99 | Business Professionals nec |

28 ARTISTS AND RELATED PROFESSIONALS

| | |
|-------------|--|
| 2801 | PAINTERS, SCULPTORS AND RELATED PROFESSIONALS |
| 2801-11 | Painter (Artistic) |
| 2801-13 | Sculptor |
| 2801-99 | Painters, Sculptors and Related Professionals nec |

2803 PHOTOGRAPHERS

| | |
|---------|--------------|
| 2803-11 | Photographer |
|---------|--------------|

2805 DESIGNERS AND ILLUSTRATORS

| | |
|---------|---------------------|
| 2805-11 | Fashion Designer |
| 2805-13 | Graphic Designer |
| 2805-15 | Industrial Designer |
| 2805-17 | Interior Designer |
| 2805-19 | Illustrator |

2807 JOURNALISTS

| | |
|---------|------------------|
| 2807-01 | Associate Editor |
| 2807-11 | Sub-editor |
| 2807-13 | Reporter |
| 2807-15 | Copy-writer |
| 2807-91 | Cadet Journalist |
| 2807-99 | Journalists nec |

2809 AUTHORS AND RELATED PROFESSIONALS

| | |
|---------|---------------|
| 2809-11 | Author |
| 2809-13 | Book Editor |
| 2809-15 | Script Editor |

2811 FILM, TELEVISION AND STAGE DIRECTORS

| | |
|---------|--|
| 2811-11 | Art Director (Television, Film or Stage) |
| 2811-13 | Casting Director |
| 2811-15 | Director (Film or Stage) |
| 2811-17 | Director of Photography |
| 2811-19 | Film Editor |
| 2811-21 | Stage Manager |
| 2811-23 | Director (Radio or Television) |
| 2811-25 | Technical Producer |

2813 DANCERS AND CHOREOGRAPHERS

| | |
|---------|---------------|
| 2813-11 | Choreographer |
| 2813-13 | Dancer |

2815 MUSICIANS, COMPOSERS AND RELATED PROFESSIONALS

| | |
|---------|--|
| 2815-11 | Music Director |
| 2815-13 | Concert and Opera Singer |
| 2815-15 | Popular Singer |
| 2815-17 | Instrumental Musician |
| 2815-19 | Composer |
| 2815-99 | Musicians, Composers and Related Professionals nec |

2817 ACTORS AND RELATED PROFESSIONALS

| | |
|---------|--------------------------------------|
| 2817-11 | Actor |
| 2817-13 | Variety Artist |
| 2817-99 | Actors and Related Professionals nec |

2819 ANNOUNCERS

| | |
|---------|-----------|
| 2819-11 | Announcer |
|---------|-----------|

29 MISCELLANEOUS PROFESSIONALS

2901 ECONOMISTS

| | |
|---------|-----------|
| 2901-11 | Economist |
|---------|-----------|

2903 PSYCHOLOGISTS

| | |
|---------|--------------------------|
| 2903-11 | Clinical Psychologist |
| 2903-13 | Educational Psychologist |

ASCO STRUCTURE

OCCUPATIONS

2903-15 Occupational Psychologist

**2905 EDUCATION RESEARCHERS AND
RELATED PROFESSIONALS**

2905-11 Curriculum Development Officer

2905-13 Education Officer

2907 OTHER SOCIAL SCIENTISTS

2907-11 Urban and Regional Planner

2907-13 Geographer

2907-15 Historian

2907-99 Social Scientists nec

**2909 MATHEMATICIANS, STATISTICIANS
AND ACTUARIES**

2909-11 Mathematician

2909-13 Statistician

2909-15 Actuary

2911 LIBRARIANS

2911-11 Librarian

2999 OTHER PROFESSIONALS

2999-11 Conservator

2999-13 Archivist

2999-15 Research Workers nec

2999-17 Recreation Officer

2999-19 Interpreter

2999-21 Translator

2999-23 Intelligence Officer

2999-99 Professionals nec

3 PARA-PROFESSIONALS

**31 MEDICAL AND SCIENCE
TECHNICAL OFFICERS AND
TECHNICIANS**

**3101 MEDICAL TECHNICAL OFFICERS AND
TECHNICIANS**

3101-11 Medical Laboratory Technical Officer
3101-13 Medical Laboratory Technician
3101-15 Dental Therapist
3101-99 Medical Technical Officers and
Technicians nec

**3103 SCIENCE TECHNICAL OFFICERS AND
TECHNICIANS**

3103-11 Chemistry Technical Officer
3103-13 Chemistry Technician
3103-15 Earth Science Technical Officer
3103-17 Earth Science Technician
3103-19 Physics Technical Officer
3103-21 Physics Technician
3103-23 Textiles Technical Officer
3103-25 Life Science Technical Officer
3103-27 Life Science Technician
3103-29 Agricultural Technical Officer
3103-31 Agricultural Technician

**32 ENGINEERING AND
BUILDING ASSOCIATES AND
TECHNICIANS**

**3201 ELECTRICAL AND ELECTRONIC
ENGINEERING ASSOCIATES AND
TECHNICIANS**

3201-11 Electrical Engineering Associate
3201-13 Electrical Engineering Technician
3201-15 Electronics Engineering Associate
3201-17 Electronics Engineering Technician

**3203 CIVIL ENGINEERING ASSOCIATES
AND TECHNICIANS**

3203-11 Civil Engineering Associate

3203-13 Civil Engineering Technician

**3205 MECHANICAL ENGINEERING
ASSOCIATES AND TECHNICIANS**

3205-11 Mechanical Engineering Associate
3205-13 Mechanical Engineering Technician

**3207 BUILDING, ARCHITECTURAL AND
SURVEYING ASSOCIATES AND
TECHNICIANS**

3207-11 Building Technician
3207-13 Architectural Associate
3207-15 Surveying Associate

**3299 OTHER ENGINEERING AND
BUILDING ASSOCIATES AND
TECHNICIANS**

3299-11 Metallurgical Technician
3299-99 Engineering and Building Associates
and Technicians nec

**33 AIR AND SEA TRANSPORT
TECHNICAL WORKERS**

3301 AIRCRAFT PILOTS

3301-11 Aircraft Pilot

**3303 AIR TRANSPORT OPERATING
SUPPORT WORKERS**

3303-11 Air Traffic Controller
3303-13 Flight Service Officer
3303-15 Flight Engineer
3303-17 Airways Surveyor
3303-19 Airworthiness Surveyor
3303-21 Examiner of Flightcrew
3303-23 Aircraft Navigator
3303-25 Aircraft Crewman/woman (Military
and Rescue)
3303-27 Loadmaster
3303-91 Trainee Air Traffic Controller
3303-93 Trainee Flight Service Officer
3303-99 Air Transport Operating Support
Workers nec

OCCUPATIONS**ASCO STRUCTURE****3305 SHIP'S PILOTS AND DECK OFFICERS**

3305-11 Ship's Captain
3305-13 Ship's Officer
3305-15 Master Fisherman/woman
3305-91 Cadet Deck Officer

3307 MARINE ENGINEERS AND SURVEYORS

3307-11 Marine Engineer
3307-13 Marine Engineer Surveyor
3307-15 Marine Surveyor
3307-91 Trainee Marine Engineer

34 REGISTERED NURSES**3401 REGISTERED NURSES**

3401-01 Nursing Supervisor
3401-11 Registered General Nurse
3401-13 Registered Community Health Nurse
3401-15 Registered Midwife
3401-17 Registered Mental Retardation Nurse
3401-19 Registered Psychiatric Nurse
3401-91 Student Registered Nurse
3401-99 Registered Nurses nec

35 POLICE**3501 POLICE**

3501-01 Police Supervisor
3501-11 Policeman/woman
3501-13 Detective

39 MISCELLANEOUS PARA-PROFESSIONALS**3901 WELFARE PARA-PROFESSIONALS**

3901-11 Community Worker
3901-13 Parole Officer
3901-15 Welfare Officer
3901-17 Youth Worker

3903 PERFORMING ARTS SUPPORT WORKERS

3903-01 Supervisor, Performing Arts Support Workers
3903-11 Sound Technician
3903-13 Motion Picture Camera Operator
3903-15 Television Equipment Operator
3903-17 Broadcast Transmitter Operator
3903-19 Light Technician
3903-99 Performing Arts Support Workers nec

3905 INSPECTORS AND REGULATORY OFFICERS

3905-01 Supervisor, Inspectors and Regulatory Officers
3905-11 Building Inspector
3905-13 Safety Inspector
3905-15 Primary Products Inspector
3905-17 Train Examiner
3905-19 Customs Investigator
3905-21 Health Inspector
3905-23 Arbitration Inspector
3905-25 Water Usage Inspector
3905-27 Corporate Safety Officer
3905-29 Insurance Assessor (except Health)
3905-31 Traffic Inspector
3905-99 Inspectors and Regulatory Officers nec

3907 CHILD CARE CO-ORDINATORS

3907-11 Child Care Co-ordinator

3909 AMBULANCE OFFICERS

3909-11 Ambulance Officer

3911 PRISON OFFICERS

3911-01 Chief Prison Officer
3911-11 Prison Officer

3913 PROCUREMENT OFFICERS

ASCO STRUCTURE**OCCUPATIONS**

| | |
|-------------|--|
| 3913-11 | Purchasing Officer |
| 3913-13 | Commodities Buyer |
| 3913-15 | Retail Buyer |
| 3915 | SPORTSPERSONS AND RELATED WORKERS |
| 3915-11 | Coach (Sport) |
| 3915-13 | Jockey |
| 3915-15 | Other Sportspersons |
| 3915-17 | Racecourse Official |
| 3915-19 | Referee |
| 3915-91 | Apprentice Jockey |
| 3999 | OTHER PARA-PROFESSIONALS |
| 3999-01 | Supervisor, Other Para-Professionals |
| 3999-11 | Radio Telegraphist |
| 3999-13 | Museum and Art Gallery Technician |
| 3999-15 | Library Technician |
| 3999-17 | Layout Artist |
| 3999-19 | Window Dresser |
| 3999-21 | Interior Decorator |
| 3999-23 | Photographic Studio Assistant |
| 3999-25 | Photograph Retoucher |
| 3999-27 | Forms Analyst and Designer |
| 3999-29 | Credit and Loans Analyst |
| 3999-31 | Park Ranger |
| 3999-33 | Military Disciplinary Supervisor |
| 3999-35 | Wool Classer |
| 3999-37 | Hide and Skin Classer |
| 3999-99 | Para-Professionals nec |

4 TRADESPERSONS**41 METAL FITTING AND MACHINING TRADESPERSONS****4101 TOOLMAKERS**

4101-01 Supervisor, Toolmakers

4101-11 Toolmaker

4101-91 Apprentice Toolmaker

4103 METAL FITTERS AND MACHINISTS

4103-01 Supervisor, Metal Fitters and Machinists

4103-11 Fitter

4103-13 Metal Machinist (First Class)

4103-15 Textile Mechanic

4103-17 Die Setter

4103-19 Metal Machinist (Second Class)

4103-21 Metal Machinist (Third Class)

4103-91 Apprentice Metal Fitter and Machinist

42 OTHER METAL TRADESPERSONS**4201 FORGING TRADESPERSONS**

4201-01 Supervisor, Forging Tradespersons

4201-11 Blacksmith

4201-13 Farrier

4201-91 Apprentice Forging Tradesperson

4203 SHEETMETAL TRADESPERSONS

4203-01 Supervisor, Sheetmetal Tradespersons

4203-11 Sheetmetal Worker (First Class)

4203-13 Coppersmith

4203-15 Metal Spinner

4203-17 Sheetmetal Worker (Second Class)

4203-91 Apprentice Sheetmetal Tradesperson

4205 STRUCTURAL STEEL, BOILERMAKING AND WELDING TRADESPERSONS

4205-01 Supervisor, Structural Steel, Boilermaking and Welding Tradespersons

4205-11 Metal Fabricator

4205-13 Structural Steel Tradesperson

4205-15 Pressure Welder

4205-17 Welder (First Class)

4205-19 Welder (Second Class)

4205-21 Welder (Third Class)

4205-91 Apprentice Structural Steel, Boilermaking and Welding Tradesperson

4207 METAL CASTING TRADESPERSONS

4207-01 Supervisor, Metal Casting Tradespersons

4207-11 Metal Casting Patternmaker

4207-13 Moulder and Coremaker

4207-91 Apprentice Metal Casting Tradesperson

4209 METAL FINISHING TRADESPERSONS

4209-01 Supervisor, Metal Finishing Tradespersons

4209-11 Metal Polisher

4209-13 Electroplater (First Class)

4209-15 Electroplater (Second Class)

4209-17 Electroplater (Third Class)

4209-91 Apprentice Metal Finishing Tradesperson

4211 AIRCRAFT MAINTENANCE ENGINEERS

4211-01 Supervisor, Aircraft Maintenance Engineers

4211-11 Aircraft Maintenance Engineer (Engines)

4211-13 Aircraft Maintenance Engineer (Airframes)

4211-15 Aircraft Maintenance Engineer (Electrical)

4211-17 Aircraft Maintenance Engineer (Radio)

OCCUPATIONS

ASCO STRUCTURE

| | |
|-------------|---|
| 4211-19 | Aircraft Maintenance Engineer (Instruments) |
| 4211-91 | Apprentice Aircraft Maintenance Engineer |
| 4213 | PRECISION METAL TRADESPERSONS |
| 4213-01 | Supervisor, Precision Metal Tradespersons |
| 4213-11 | Precision Instrument Maker and Repairer |
| 4213-13 | Watch and Clock Maker and Repairer |
| 4213-15 | Locksmith |
| 4213-17 | Saw Maker and Repairer |
| 4213-19 | Gunsmith |
| 4213-21 | Engraver |
| 4213-91 | Apprentice Precision Metal Tradesperson |
| 43 | ELECTRICAL AND ELECTRONICS TRADESPERSONS |
| 4301 | ELECTRICAL POWERLINE TRADESPERSONS |
| 4301-01 | Supervisor, Electrical Powerline Tradespersons |
| 4301-11 | Electrical Linesman/woman |
| 4301-13 | Electrical Cable Jointer |
| 4301-91 | Apprentice Electrical Powerline Tradesperson |
| 4303 | ELECTRICAL FITTERS |
| 4303-01 | Supervisor, Electrical Fitters |
| 4303-11 | Electrical Equipment Fitter |
| 4303-13 | Electrical Appliance Servicer |
| 4303-91 | Apprentice Electrical Fitter |
| 4305 | AUTOMOTIVE ELECTRICIANS |
| 4305-01 | Supervisor, Automotive Electricians |
| 4305-11 | Automotive Electrician |
| 4305-91 | Apprentice Automotive Electrician |
| 4307 | REFRIGERATION AND AIR-CONDITIONING MECHANICS |

| | |
|-------------|--|
| 4307-01 | Supervisor, Refrigeration and Air-Conditioning Mechanics |
| 4307-11 | Air-Conditioning Mechanic |
| 4307-13 | Refrigeration Mechanic |
| 4307-91 | Apprentice Refrigeration and Air-Conditioning Mechanic |
| 4309 | ELECTRICAL MECHANICS |
| 4309-01 | Supervisor, Electrical Mechanics |
| 4309-11 | Electrical Mechanic |
| 4309-13 | Electrician (Special Class) |
| 4309-91 | Apprentice Electrical Mechanic |
| 4311 | COMMUNICATIONS EQUIPMENT TRADESPERSONS |
| 4311-01 | Supervisor, Communications Equipment Tradespersons |
| 4311-11 | Broadcasting Tradesperson |
| 4311-13 | Telecommunications Tradesperson |
| 4311-15 | Telecommunications Line Serviceman/woman |
| 4311-91 | Trainee Communications Equipment Tradesperson |
| 4311-99 | Communications Equipment Tradespersons nec |
| 4313 | RADIO AND TELEVISION SERVICERS |
| 4313-01 | Supervisor, Radio and Television Servicers |
| 4313-11 | Radio and Television Servicer |
| 4313-91 | Apprentice Radio and Television Servicer |
| 4315 | OFFICE EQUIPMENT AND COMPUTER SERVICERS |
| 4315-01 | Supervisor, Office Equipment and Computer Servicers |
| 4315-11 | Office Equipment Servicer |
| 4315-13 | Computer Servicer |
| 4315-91 | Trainee Office Equipment and Computer Servicer |
| 4399 | OTHER ELECTRICAL AND ELECTRONICS TRADESPERSONS |
| 4399-01 | Supervisor, Other Electrical and Electronics Tradespersons |

ASCO STRUCTURE**OCCUPATIONS**

4399-11 Lift Mechanic
4399-13 Vending Machine Servicer
4399-99 Electrical and Electronics
Tradespersons nec

44 BUILDING TRADESPERSONS**4401 CARPENTERS AND JOINERS**

4401-01 Supervisor, Carpenters and Joiners
4401-11 Carpenter
4401-13 Joiner
4401-91 Apprentice Carpenter and Joiner

4403 BRICKLAYERS

4403-01 Supervisor, Bricklayers
4403-11 Bricklayer
4403-91 Apprentice Bricklayer

4405 PAINTERS, DECORATORS AND SIGNWRITERS

4405-01 Supervisor, Painters, Decorators and Signwriters
4405-11 Painter and Decorator
4405-13 Paperhanger
4405-15 Signwriter
4405-91 Apprentice Painter, Decorator and Signwriter

4407 PLASTERERS

4407-01 Supervisor, Plasterers
4407-11 Solid Plasterer
4407-13 Fibrous Plasterer
4407-91 Apprentice Plasterer

4409 PLUMBERS

4409-01 Supervisor, Plumbers
4409-11 Plumber (General)
4409-13 Gasfitter
4409-15 Drainer
4409-91 Apprentice Plumber

4411 ROOF SLATERS AND TILERS

4411-01 Supervisor, Roof Slaters and Tilers
4411-11 Roof Slater and Tiler
4411-91 Apprentice Roof Slater and Tiler

4413 WALL AND FLOOR TILERS

4413-01 Supervisor, Wall and Floor Tilers
4413-11 Wall and Floor Tiler
4413-91 Apprentice Wall and Floor Tiler

45 PRINTING TRADESPERSONS**4501 COMPOSITORS**

4501-01 Supervisor, Compositors
4501-11 Compositor
4501-91 Apprentice Compositor

4503 GRAPHIC REPRODUCTION TRADESPERSONS

4503-01 Supervisor, Graphic Reproduction Tradespersons
4503-11 Plate Preparer (Printing)
4503-13 Cylinder Preparer (Printing)
4503-15 Image Preparer (Printing)
4503-91 Apprentice Graphic Reproduction Tradesperson

4505 PRINTING MACHINISTS

4505-01 Supervisor, Printing Machinists
4505-11 Letterpress Printing Machinist
4505-13 Lithographic Printing Machinist
4505-15 Flexographic or Gravure Printing Machinist
4505-17 Newspaper Press Machinist (Metropolitan)
4505-19 Small Offset Printing Machinist
4505-91 Apprentice Printing Machinist

4507 BINDERS AND FINISHERS

4507-01 Supervisor, Binders and Finishers
4507-11 Binder and Finisher

OCCUPATIONS**ASCO STRUCTURE**

4507-91 Apprentice Binder and Finisher

**4509 STEREOTYPERS AND
ELECTROTYPERS**

4509-01 Supervisor, Stereotypers and
Electrotypers

4509-11 Stereotyper and Electrotyper

4509-91 Apprentice Stereotyper and
Electrotyper

4511 SCREEN PRINTERS

4511-01 Supervisor, Screen Printers

4511-11 Screen Printer

4511-91 Apprentice Screen Printer

46 VEHICLE TRADESPERSONS

4601 VEHICLE MECHANICS

4601-01 Supervisor, Vehicle Mechanics

4601-11 Motor Mechanic

4601-13 Small Engine Mechanic

4601-91 Apprentice Motor Mechanic

4603 PANEL BEATERS

4603-01 Supervisor, Panel Beaters

4603-11 Panel Beater

4603-91 Apprentice Panel Beater

4605 VEHICLE PAINTERS

4605-01 Supervisor, Vehicle Painters

4605-11 Vehicle Painter

4605-91 Apprentice Vehicle Painter

4607 VEHICLE BODY MAKERS

4607-01 Supervisor, Vehicle Body Makers

4607-11 Vehicle Body Maker

4607-91 Apprentice Vehicle Body Maker

4609 VEHICLE TRIMMERS

4609-01 Supervisor, Vehicle Trimmers

4609-11 Vehicle Trimmer

4609-91 Apprentice Vehicle Trimmer

47 FOOD TRADESPERSONS

4701 MEAT TRADESPERSONS

4701-01 Supervisor, Meat Tradespersons

4701-11 Butcher

4701-13 Smallgoods Maker

4701-15 Slaughterman/woman

4701-91 Apprentice Meat Tradesperson

4703 BAKERS AND PASTRYCOOKS

4703-01 Supervisor, Bakers and Pastrycooks

4703-11 Pastrycook

4703-13 Baker

4703-15 Biscuit Maker

4703-91 Apprentice Baker and Pastrycook

4705 COOKS

4705-01 Supervisor, Cooks

4705-11 Chef

4705-13 Qualified Cook

4705-91 Apprentice Cook

4705-99 Cooks nec

4799 OTHER FOOD TRADESPERSONS

4799-01 Supervisor, Other Food
Tradespersons

4799-11 Miller

4799-13 Buttermaker

4799-15 Cheesemaker

4799-17 Confectioner

4799-91 Apprentice, Other Food Trades

4799-93 Trainee Miller

**48 AMENITY HORTICULTURAL
TRADESPERSONS**

4801 NURSERYMEN/WOMEN

4801-01 Supervisor, Nurserymen/women

ASCO STRUCTURE**OCCUPATIONS**

4801-11 Nurseryman/woman
4801-91 Apprentice Nurseryman/woman

4803 GREENKEEPERS

4803-01 Head Greenkeeper
4803-11 Greenkeeper
4803-91 Apprentice Greenkeeper

4805 GARDENERS

4805-01 Head Gardener
4805-11 Gardener (General)
4805-13 Landscape Gardener
4805-15 Tree Surgeon
4805-91 Apprentice Gardener

49 MISCELLANEOUS TRADESPERSONS**4901 WOOD MACHINISTS AND TURNERS**

4901-01 Supervisor, Wood Machinists and Turners
4901-11 Wood Machinist (A-Grade)
4901-13 Wood Turner
4901-15 Wood Machinist (B-Grade)
4901-17 Wood Machinist (C-Grade)
4901-91 Apprentice Wood Machinist
4901-93 Apprentice Wood Turner

4903 CABINETMAKERS

4903-01 Supervisor, Cabinetmakers
4903-11 Cabinetmaker
4903-91 Apprentice Cabinetmaker

4905 OTHER WOOD TRADESPERSONS

4905-01 Supervisor, Other Wood Tradespersons
4905-11 Wood Carver
4905-13 Picture Framer
4905-15 Cooper
4905-17 Cane Furniture Maker

4905-19 Furniture Finisher
4905-21 Model Maker
4905-91 Apprentice, Other Wood Trades

4907 MARINE CONSTRUCTION TRADESPERSONS

4907-01 Supervisor, Marine Construction Tradespersons
4907-11 Shipwright
4907-13 Boat Builder and Repairer
4907-91 Apprentice Marine Construction Tradesperson

4909 BLASTING TRADESPERSONS

4909-01 Supervisor, Blasting Tradespersons
4909-11 Shot-firer
4909-13 Stope Miner

4911 GARMENT TRADESPERSONS

4911-01 Supervisor, Garment Tradespersons
4911-11 Tailor
4911-13 Dressmaker
4911-15 Apparel Cutter
4911-17 Furrier
4911-19 Patternmaker-Grader (Textiles)
4911-21 Hat Maker
4911-91 Apprentice Garment Tradesperson

4913 UPHOLSTERERS AND BEDDING TRADESPERSONS

4913-01 Supervisor, Upholsterers and Bedding Tradespersons
4913-11 Furniture Upholsterer
4913-13 Bedding and Mattress Maker
4913-91 Apprentice Upholsterer and Bedding Tradesperson

4915 SHOEMAKING AND REPAIRING TRADESPERSONS

4915-01 Supervisor, Shoemaking and Repairing Tradespersons
4915-11 Shoemaker

OCCUPATIONS

ASCO STRUCTURE

4915-13 Shoe Repairer
4915-91 Apprentice Shoemaker and Repairer

**4917 OTHER LEATHER AND CANVAS
TRADESPERSONS**

4917-01 Supervisor, Other Leather and
Canvas Tradespersons
4917-11 Leather Goods Maker
4917-13 Canvas Goods Maker
4917-15 Sailmaker
4917-91 Apprentice, Other Leather and
Canvas Trades

4919 FLOOR COVERERS

4919-01 Supervisor, Floor Coverers
4919-11 Floor Coverer
4919-91 Apprentice Floor Coverer

4921 GLASS TRADESPERSONS

4921-01 Supervisor, Glass Tradespersons
4921-11 Flat Glass Tradesperson
4921-13 Glass Blower
4921-91 Apprentice Flat Glass Tradesperson
4921-93 Trainee Glass Blower

**4923 JEWELLERY AND PRECIOUS
METALWARE TRADESPERSONS**

4923-01 Supervisor, Jewellery and Precious
Metalware Tradespersons
4923-11 Jeweller
4923-13 Gem Cutter and Polisher
4923-15 Precious Metal Smith
4923-91 Apprentice Jewellery and Precious
Metalware Tradesperson

4925 CRAFTWORKERS

4925-01 Supervisor, Craftworkers
4925-11 Piano Tuner
4925-13 Potter
4925-91 Apprentice Craftworker
4925-99 Craftworkers nec

4927 HAIRDRESSERS

4927-01 Supervisor, Hairdressers
4927-11 Hairdresser
4927-91 Apprentice Hairdresser

4929 SHEEP SHEARERS

4929-01 Overseer, Shearing Shed
4929-03 Shearing Shed Expert
4929-11 Shearer

4931 ANIMAL TRAINERS

4931-11 Horse Breaker
4931-99 Animal Trainers nec

4999 OTHER TRADESPERSONS

4999-01 Supervisor, Other Tradespersons
4999-11 Dental Technician
4999-13 Optical Mechanic
4999-15 Stonemason
4999-17 Motion Picture Projectionist
4999-19 Saturation Technician
4999-21 Offshore Diver
4999-23 Onshore Diver
4999-25 Florist
4999-27 Aircraft Safety Equipment Worker
4999-29 Military Explosives Technician
4999-91 Apprentice, Other Trades
4999-99 Tradespersons nec

ASCO STRUCTURE

OCCUPATIONS

5 CLERKS

51 STENOGRAPHERS AND TYPISTS

5101 OFFICE SECRETARIES AND STENOGRAPHERS

5101-01 Supervisor, Office Secretaries and Stenographers

5101-11 Office Secretary

5101-13 Office Stenographer

5101-15 Court and Hansard Reporter

5103 TYPISTS AND TYPIST-CLERKS

5103-01 Supervisor, Typists and Typist-Clerks

5103-11 Typist-Clerk

5103-13 Typist

5105 WORD PROCESSING OPERATORS

5105-01 Supervisor, Word Processing Operators

5105-11 Word Processing Operator

52 DATA PROCESSING AND BUSINESS MACHINE OPERATORS

5201 DATA PROCESSING MACHINE OPERATORS

5201-01 Supervisor, Data Processing Machine Operators

5201-11 Computer Operator

5201-13 Data Entry Operator

5201-15 Data Transceiver Operator

5201-99 Data Processing Machine Operators nec

5203 BUSINESS MACHINE OPERATORS

5203-01 Supervisor, Business Machine Operators

5203-11 Business Machine Operator

53 NUMERICAL CLERKS

5301 ACCOUNTING CLERKS

5301-01 Supervisor, Accounting Clerks

5301-11 Bookkeeper

5301-13 Accounts Clerk

5301-15 Payroll Clerk

5301-17 Branch Accountant (Financial Institution)

5301-19 Credit Officer

5301-21 Cost Clerk

5303 INSURANCE AND BROKING CLERKS

5303-01 Supervisor, Insurance and Broking Clerks

5303-11 Insurance Clerk

5303-13 Stockbroking Clerk

5305 STATISTICAL AND ACTUARIAL CLERKS

5305-01 Supervisor, Statistical and Actuarial Clerks

5305-11 Statistical Clerk

5305-13 Actuarial Clerk

54 FILING, SORTING AND COPYING CLERKS

5401 LIBRARY AND FILING CLERKS

5401-01 Supervisor, Library and Filing Clerks

5401-11 Library Assistant

5401-13 Filing Clerk

5403 MAIL SORTERS

5403-01 Supervisor, Mail Sorters

5403-11 Mail Sorter

5499 OTHER FILING, SORTING AND COPYING CLERKS

5499-11 Other Filing, Sorting and Copying Clerks

55 MATERIAL RECORDING AND DESPATCHING CLERKS

5501 PRODUCTION RECORDING CLERKS

OCCUPATIONS**ASCO STRUCTURE**

| | |
|-------------|--|
| 5501-01 | Supervisor, Production Recording Clerks |
| 5501-11 | Production Scheduling Clerk |
| 5501-13 | Production Tally Clerk |
| 5503 | TRANSPORT RECORDING AND DESPATCHING CLERKS |
| 5503-01 | Supervisor, Transport Recording and Despatching Clerks |
| 5503-11 | Receiving and Despatching Clerk |
| 5503-13 | Import-Export Clerk |
| 5503-15 | Radio Despatcher |
| 5503-99 | Transport Recording and Despatching Clerks nec |
| 5505 | STOCK AND PURCHASING CLERKS |
| 5505-01 | Supervisor, Stock and Purchasing Clerks |
| 5505-11 | Stock Clerk |
| 5505-13 | Purchasing Clerk |
| 5505-15 | Order Clerk |
| 56 | RECEPTIONISTS, TELEPHONISTS AND MESSENGERS |
| 5601 | RECEPTIONISTS AND INFORMATION CLERKS |
| 5601-11 | Receptionist |
| 5601-13 | Inquiry Clerk |
| 5601-15 | Admissions Clerk |
| 5603 | TELEPHONISTS |
| 5603-01 | Supervisor, Telephonists |
| 5603-11 | Telephonist |
| 5605 | MESSENGERS AND DELIVERY OFFICERS |
| 5605-01 | Supervisor, Messengers and Delivery Officers |
| 5605-11 | Messenger |
| 5605-13 | Postman/woman |
| 59 | MISCELLANEOUS CLERKS |

| | |
|-------------|-----------------------------------|
| 5901 | COLLECTION CLERKS |
| 5901-11 | Debt Collector |
| 5901-99 | Collection Clerks nec |
| 5903 | TEACHERS' AIDES |
| 5903-11 | Teachers' Aide |
| 5905 | PERSONNEL CLERKS |
| 5905-11 | Personnel Records Clerk |
| 5905-13 | Employment Office Clerk |
| 5907 | LEGAL AND RELATED CLERKS |
| 5907-11 | Clerk of Court |
| 5907-13 | Law Clerk |
| 5907-15 | Court Orderly |
| 5907-99 | Legal and Related Clerks nec |
| 5909 | POSTAL CLERKS AND OFFICERS |
| 5909-11 | Postal Clerk |
| 5909-13 | Postal Officer |
| 5999 | OTHER CLERKS |
| 5999-11 | Meter Reader |
| 5999-13 | Proof Reader |
| 5999-15 | Classified Advertising Clerk |
| 5999-17 | Bookmaker's Clerk |
| 5999-19 | Market Research Interviewer |
| 5999-99 | Clerks nec |

**6 SALESPERSONS AND
PERSONAL SERVICE
WORKERS**

**61 INVESTMENT, INSURANCE
AND REAL ESTATE
SALESPERSONS**

6101 SECURITIES AND FINANCE DEALERS

- 6101-11 Stock Exchange Dealer
- 6101-99 Securities and Finance Dealers nec

6103 INSURANCE BROKERS AND AGENTS

- 6103-01 Supervisor, Insurance Brokers and Agents
- 6103-11 Insurance Agent
- 6103-13 Insurance Broker

**6105 REAL ESTATE SALESPERSONS AND
PROPERTY MANAGERS**

- 6105-11 Real Estate Salesperson
- 6105-13 Real Estate Property Manager

**6199 OTHER INVESTMENT, INSURANCE
AND REAL ESTATE SALESPERSONS**

- 6199-11 Commodities Broker
- 6199-13 Valuer

62 SALES REPRESENTATIVES

6201 SALES REPRESENTATIVES

- 6201-11 Sales Representative (Chemical Products)
- 6201-13 Sales Representative (EDP Equipment)
- 6201-15 Sales Representative (Medical, Dental and Veterinary Equipment)
- 6201-17 Sales Representative (Electronic Equipment except EDP)
- 6201-19 Sales Representative (Toys and Sporting Goods)
- 6201-21 Sales Representative (Business Services)
- 6201-23 Sales Representative (Books and Paper Products)
- 6201-25 Sales Representative (Builders' Hardware)

- 6201-27 Sales Representative (Floor Coverings and Furniture)

- 6201-29 Sales Representative (Food, Drink and Tobacco Products)

- 6201-31 Sales Representative (Household Goods and Domestic Hardware)

- 6201-33 Sales Representative (Toiletries)

- 6201-35 Sales Representative (Pharmaceuticals)

- 6201-37 Sales Representative (Textiles, Clothing and Footwear)

- 6201-99 Sales Representatives nec

63 SALES ASSISTANTS

6301 SALES ASSISTANTS

- 6301-01 Supervisor, Sales Assistants
- 6301-11 Sales Assistant (Hardware and Gardening Supplies)
- 6301-13 Sales Assistant (Fabrics, Clothing and Footwear)
- 6301-15 Sales Assistant (Food and Drink Products)
- 6301-17 Sales Assistant (Furniture, Floor Coverings and Household Goods)
- 6301-19 Sales Assistant (Caravans and Motor Vehicles)
- 6301-21 Sales Assistant (Stationery, Newspapers and Books)
- 6301-23 Sales Assistant (Pharmaceutical Products and Toiletries)
- 6301-25 Sales Assistant (Vehicle Parts and Accessories)
- 6301-99 Sales Assistants nec

**64 TELLERS, CASHIERS AND
TICKET SALESPERSONS**

6401 TELLERS

- 6401-01 Supervisor, Tellers
- 6401-11 Teller

6403 CASHIERS

- 6403-01 Supervisor, Cashiers
- 6403-11 Checkout Operator

OCCUPATIONS

ASCO STRUCTURE

| | |
|-------------|--|
| 6403-13 | Office Cashier |
| 6405 | TICKET SALESPERSONS |
| 6405-11 | Ticket Seller |
| 6405-13 | Transport Conductor |
| 65 | MISCELLANEOUS SALESPERSONS |
| 6501 | STREET VENDORS, CANVASSERS AND SALES DRIVERS |
| 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| 6501-11 | Scrap Merchant |
| 6501-13 | Cash Van Salesperson |
| 6501-15 | Door-to-Door Salesperson |
| 6501-17 | Street Vendor |
| 6503 | BAR ATTENDANTS |
| 6503-01 | Supervisor, Bar Attendants |
| 6503-11 | Bar Attendant |
| 6505 | WAITERS AND WAITRESSES |
| 6505-01 | Supervisor, Waiters and Waitresses |
| 6505-11 | Formal Service Waiter/Waitress |
| 6505-13 | Drink Waiter/Waitress |
| 6505-15 | Waiter/Waitress (General) |
| 6507 | TRAVEL AGENTS |
| 6507-11 | Travel Agent (Commercial) |
| 6507-13 | Tourist Officer |
| 6599 | OTHER SALESPERSONS |
| 6599-11 | Auctioneer |
| 6599-13 | Auction Room Attendant |
| 6599-15 | Sales Demonstrator |
| 6599-17 | Rental Salesperson |
| 6599-19 | Service Counter Clerk |
| 6599-21 | Service Station Attendant |
| 6599-99 | Salespersons nec |

| | |
|-------------|---|
| 66 | PERSONAL SERVICE WORKERS |
| 6601 | CHILD CARE, REFUGE AND RELATED WORKERS |
| 6601-11 | Pre-School Aide |
| 6601-13 | Child Care Aide |
| 6601-15 | Child Care Attendant |
| 6601-17 | Hostel Parent |
| 6601-19 | Child Care Group Worker |
| 6601-21 | Refuge Worker |
| 6601-99 | Child Care, Refuge and Related Workers nec |
| 6603 | ENROLLED NURSES |
| 6603-11 | Enrolled Nurse |
| 6603-91 | Student Enrolled Nurse |
| 6605 | DENTAL NURSES |
| 6605-11 | Dental Nurse |
| 6607 | HOME COMPANIONS AND AIDES |
| 6607-11 | Home Companion |
| 6607-13 | Family Aide |
| 6609 | TRAVEL STEWARDS |
| 6609-01 | Supervisor, Travel Stewards |
| 6609-11 | Flight Attendant |
| 6609-13 | Marine Steward |
| 6609-15 | Railway Steward |
| 6699 | OTHER PERSONAL SERVICE WORKERS |
| 6699-11 | Funeral Director |
| 6699-13 | Tourist Guide |
| 6699-15 | Beauty Therapist |
| 6699-17 | Masseur/Masseuse |
| 6699-99 | Personal Service Workers nec |

7 PLANT AND MACHINE OPERATORS, AND DRIVERS

71 ROAD AND RAIL TRANSPORT DRIVERS

7101 BUS AND TRAM DRIVERS

7101-11 Bus Driver

7101-13 Tram Driver

7103 AUTOMOBILE DRIVERS

7103-11 Automobile Driver

7105 TRUCK DRIVERS

7105-11 Delivery Driver

7105-13 Heavy Truck Driver

7105-15 Furniture Removalist-Driver

7107 LOCOMOTIVE DRIVERS

7107-01 Supervisor, Locomotive Drivers

7107-11 Locomotive Driver

7107-91 Trainee Locomotive Driver

72 MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)

7201 EXCAVATING AND EARTHMOVING PLANT OPERATORS

7201-01 Supervisor, Excavating and Earthmoving Plant Operators

7201-11 Bulldozer Operator

7201-13 Scraper Operator (Earthmoving)

7201-15 Back-hoe Operator

7201-17 Trench-digging Machine Operator

7201-19 Loader Operator (Earthmoving)

7201-21 Open Cut Mining Plant Operator

7201-23 Underground Plant Operator

7201-25 Dredge Operator

7201-27 Grader Operator

7201-29 Excavator Operator

7201-91 Trainee Excavating and Earthmoving Plant Operator

7203 FORKLIFT AND RELATED DRIVERS

7203-11 Forklift Driver

7203-13 Straddle Carrier Operator

7205 LOGGING PLANT OPERATORS

7205-11 Logging Plant Operator

7207 PAVING AND SURFACING PLANT OPERATORS

7207-01 Supervisor, Paving and Surfacing Plant Operators

7207-11 Paving Plant Operator

7207-13 Road Roller Operator

7209 AGRICULTURAL PLANT OPERATORS

7209-11 Farm Machinery Operator

7209-13 Amenity Horticulture Machine Operator

7211 FIRE FIGHTERS

7211-01 Supervisor, Fire Fighters

7211-11 Fire Fighter

7299 OTHER MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)

7299-11 Railway Track Repair Machine Operator

7299-99 Mobile Plant Operators nec

73 STATIONARY PLANT OPERATORS

7301 POWER GENERATION PLANT OPERATORS

7301-01 Supervisor, Power Generation Plant Operators

7301-11 Power Generation Plant Operator

7303 ENGINE AND BOILER OPERATORS (EXCEPT POWER GENERATION)

7303-11 Stationary Engine and Boiler Operator

OCCUPATIONS**ASCO STRUCTURE**

| | |
|-------------|---|
| 7303-13 | Marine Engine and Boiler Operator |
| 7305 | CHEMICAL PLANT OPERATORS |
| 7305-01 | Supervisor, Chemical Plant Operators |
| 7305-11 | Chemical Plant Operator |
| 7305-91 | Trainee Chemical Plant Operator |
| 7307 | PETROLEUM AND GAS PLANT OPERATORS |
| 7307-01 | Supervisor, Petroleum and Gas Plant Operators |
| 7307-11 | Petroleum and Gas Refining and Pumping Operator |
| 7307-13 | Oil and Gas Well Treatment Operator |
| 7307-15 | Oil, Gas and Pipe Tester |
| 7309 | BULK MATERIALS HANDLING PLANT OPERATORS |
| 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| 7309-11 | Bulk Materials Handling Plant Operator |
| 7311 | CRANE OPERATORS |
| 7311-01 | Supervisor, Crane Operators |
| 7311-11 | Crane Operator |
| 7313 | HOIST, WINCH AND LIFT OPERATORS |
| 7313-01 | Supervisor, Hoist, Winch and Lift Operators |
| 7313-11 | Hoist, Winch and Lift Operator |
| 7315 | FURNACE AND KILN OPERATORS |
| 7315-01 | Supervisor, Furnace and Kiln Operators |
| 7315-11 | Metals Furnace Operator |
| 7315-13 | Heat Treatment Furnace Operator |
| 7315-15 | Kiln Operator |
| 7315-17 | Incinerator Plant Operator |
| 7317 | DRILLING PLANT OPERATORS |
| 7317-01 | Supervisor, Drilling Plant Operators |

| | |
|-------------|--|
| 7317-11 | Drilling Plant Operator |
| 7399 | OTHER STATIONARY PLANT OPERATORS |
| 7399-01 | Supervisor, Other Stationary Plant Operators |
| 7399-11 | Mineral Ore Treating Plant Operator |
| 7399-13 | Metal Rolling Mill Operator |
| 7399-15 | Paper Pulp Preparation Plant Operator |
| 7399-17 | Wood Chipping and Particleboard Plant Operator |
| 7399-19 | Railway Switching and Signalling Operator |
| 7399-21 | Timber Treatment Plant Operator |
| 7399-23 | Concrete Pump Operator |
| 7399-25 | Insulation Maker |
| 7399-27 | Cement Production Plant Operator |
| 7399-29 | Water Supply and Treatment Plant Operator |
| 7399-31 | Electrolytic Cell Operator |
| 7399-33 | Carbon Plant Worker |
| 7399-35 | Concrete Batching Plant Operator |
| 7399-99 | Stationary Plant Operators nec |

74 MACHINE OPERATORS

| | |
|-------------|--|
| 7401 | BASIC METAL PRODUCTS MACHINE OPERATORS |
| 7401-01 | Supervisor, Basic Metal Products Machine Operators |
| 7401-11 | Machine Moulder |
| 7401-13 | Casting Machine and Ladle Operator |
| 7401-15 | Wire Drawing Machine Operator |
| 7401-17 | Metal Extrusion Press Operator |
| 7403 | METAL PRESS OPERATORS |
| 7403-11 | Metal Press Operator |
| 7405 | OTHER METAL PRODUCTS MACHINE OPERATORS |
| 7405-11 | Other Metal Products Machine Operators |

ASCO STRUCTURE

OCCUPATIONS

7407 PLASTICS PRODUCTION MACHINE OPERATORS

- 7407-01 Supervisor, Plastics Production Machine Operators
- 7407-11 Plastics Production Machine Setter
- 7407-13 Plastics Extruding Machine Operator
- 7407-15 Plastics Moulding Machine Operator
- 7407-17 Cellular Plastics Machine Operator
- 7407-19 Plastics Sheet Press Operator
- 7407-21 Plastics Blending Machine Operator
- 7407-23 Gun Hand (Plastics)
- 7407-25 Sheathing Extruder

7409 RUBBER PRODUCTION MACHINE OPERATORS

- 7409-01 Supervisor, Rubber Production Machine Operators
- 7409-11 Tyre Production Machine Operator
- 7409-99 Rubber Production Machine Operators nec

7411 CHEMICAL PRODUCTION MACHINE OPERATORS

- 7411-01 Supervisor, Chemical Production Machine Operators
- 7411-11 Pharmaceuticals and Toiletries Production Machine Operator
- 7411-13 Explosives Production Machine Operator
- 7411-99 Chemical Production Machine Operators nec

7413 WOOD PROCESSING MACHINE OPERATORS

- 7413-01 Supervisor, Wood Processing Machine Operators
- 7413-11 Head Sawyer
- 7413-13 Resawyer
- 7413-15 Dockerman/woman
- 7413-17 Timber Stock Cutter
- 7413-19 Veneer Production Machine Operator
- 7413-21 Plywood Production Machine Operator
- 7413-23 Wood Laminating Press Operator

- 7413-99 Wood Processing Machine Operators nec

7415 PAPER AND PAPER PRODUCTS MACHINE OPERATORS

- 7415-01 Supervisor, Paper and Paper Products Machine Operators
- 7415-11 Wet End Papermaking Machine Operator
- 7415-13 Dry End Papermaking Machine Operator
- 7415-15 Paper Products Machine Operator

7417 GLASS PRODUCTION MACHINE OPERATORS

- 7417-01 Supervisor, Glass Production Machine Operators
- 7417-11 Glass Production Machine Operator

7419 CLAY AND STONE PROCESSING MACHINE OPERATORS

- 7419-01 Supervisor, Clay and Stone Processing Machine Operators
- 7419-11 Concrete Products Machine Operator
- 7419-13 Clay Products Machine Operator
- 7419-15 Stone Processing Machine Operator
- 7419-17 Porcelain Turner
- 7419-19 Plasterboard Maker
- 7419-21 Fibre-Cement Machine Operator
- 7419-99 Clay and Stone Processing Machine Operators nec

7421 YARN PRODUCTION MACHINE OPERATORS

- 7421-01 Supervisor, Yarn Production Machine Operators
- 7421-11 Yarn Carding and Spinning Machine Operator
- 7421-13 Cotton Ginner
- 7421-15 Wool Scouring Operator

7423 HIDE AND SKIN PROCESSING MACHINE OPERATORS

- 7423-01 Supervisor, Hide and Skin Processing Machine Operators

OCCUPATIONS

ASCO STRUCTURE

7423-11 Hide and Skin Processing Machine Operator

7425 FABRIC PRODUCTION MACHINE OPERATORS

7425-01 Supervisor, Fabric Production Machine Operators

7425-11 Warp Machine Operator

7425-13 Weaver

7425-15 Textile Knitting Machine Operator

7425-17 Textile Dyeing and Finishing Machine Operator

7425-19 Rope and Cord Making Machine Operator

7425-21 Textile Products Mender

7425-99 Fabric Production Machine Operators nec

7427 TEXTILE SEWING MACHINISTS

7427-01 Supervisor, Textile Sewing Machinists

7427-11 Textile Sewing Machinist (Single Needle)

7427-13 Textile Sewing Machinist (Multi Needle)

7429 SHOEMAKING MACHINE OPERATORS

7429-11 Shoemaking Machine Operator

7431 FOOD PROCESSING MACHINE OPERATORS

7431-01 Supervisor, Food Processing Machine Operators

7431-11 Grain and Cereal Processing Machine Operator

7431-13 Sugar Processing Machine Operator

7431-15 Soft Drink and Syrup Making Machine Operator (except Dairy)

7431-17 Alcoholic Beverage Machine Operator

7431-19 Meat and Fish Processing Machine Operator

7431-21 Milk Treatment Machine Operator

7431-23 Margarine Maker

7431-25 Ice-Cream Maker

7431-27 Food Factory Cook

7431-99 Food Processing Machine Operators nec

7433 PACKAGING MACHINE OPERATORS

7433-01 Supervisor, Packaging Machine Operators

7433-11 Liquids Filler

7433-99 Packaging Machine Operators nec

7435 PHOTOGRAPHIC PRODUCTS MACHINE OPERATORS

7435-01 Supervisor, Photographic Products Machine Operators

7435-11 Photographic Developer and Printer

7435-13 Photographic Film Manufacturing Operator

7499 OTHER MACHINE OPERATORS

7499-01 Supervisor, Other Machine Operators

7499-11 Tobacco Technical Operator

7499-13 Tobacco Machine Attendant

7499-15 Dry Cleaning Machine Operator

7499-17 Laundry Machine Operator

7499-19 Military Weapons Operator

7499-21 Printing Bindery Assistant

7499-23 Printing Table Hand

7499-99 Machine Operators nec

8 LABOURERS AND RELATED WORKERS

81 TRADES ASSISTANTS AND FACTORY HANDS

8101 TRADES ASSISTANTS

- 8101-11 Metal Trades Assistant
- 8101-13 Construction Trades Assistant
- 8101-15 Electrical and Telecommunications Trades Assistant
- 8101-99 Trades Assistants nec

8103 ASSEMBLERS

- 8103-01 Supervisor, Assemblers
- 8103-11 Metal and Metal Products Assembler
- 8103-13 Electrical and Electronic Equipment Assembler
- 8103-15 Jewellery Assembler
- 8103-17 Wood Products Assembler

8105 HAND PACKERS

- 8105-11 Meat Packer
- 8105-13 Fruit and Vegetable Packer
- 8105-99 Hand Packers nec

8107 INDUSTRIAL SPRAY PAINTERS

- 8107-11 Industrial Spray Painter

8109 QUALITY CONTROLLERS

- 8109-11 Product Grader
- 8109-13 Product Examiner
- 8109-15 Product Tester
- 8109-17 Product Weigher

8199 OTHER TRADES ASSISTANTS AND FACTORY HANDS

- 8199-01 Supervisor, Other Trades Assistants and Factory Hands
- 8199-11 Metal Processing and Finishing Factory Hand
- 8199-13 Sawmill Labourer

- 8199-15 Wood and Wood Products Factory Hand

- 8199-17 Pulp, Papermaking and Paper Products Factory Hand

- 8199-19 Cement and Concrete Plant Labourer

- 8199-21 Clay Processing Factory Hand

- 8199-23 Chemical Plant Labourer

- 8199-25 Rubber and Plastics Factory Hand

- 8199-27 Hide and Skin Processing Labourer

- 8199-29 General Hand (Printing)

- 8199-31 Glassware Process Assistant

- 8199-33 Meatworks Labourer

- 8199-35 Meat Boner and Slicer

- 8199-37 Poultry Process Worker

- 8199-39 Fish Process Worker

- 8199-41 Baking Factory Hand

- 8199-43 Dairy Factory Hand

- 8199-45 Egg Process Worker

- 8199-47 Fruit and Vegetable Factory Hand

- 8199-99 Trades Assistants and Factory Hands nec

82 AGRICULTURAL LABOURERS AND RELATED WORKERS

8201 FARM HANDS AND ASSISTANTS

- 8201-01 Supervisor, Farm Hands and Assistants
- 8201-11 Livestock and Field Crop Farm Hand
- 8201-13 Fruit, Vegetable and Nut Farm Hand
- 8201-15 Shearing Shed Hand
- 8201-99 Farm Hands and Assistants nec

8203 FORESTRY LABOURERS

- 8203-01 Supervisor, Forestry Labourers
- 8203-03 Supervisor, Logging Labourers
- 8203-11 Tree Faller
- 8203-13 Forestry Worker
- 8203-15 Logging Worker

OCCUPATIONS**ASCO STRUCTURE****8205 NURSERY AND GARDEN
LABOURERS**

- 8205-11 Nursery Assistant (Horticulture)
- 8205-13 Garden Labourer

**8299 OTHER AGRICULTURAL LABOURERS
AND RELATED WORKERS**

- 8299-11 Shooter-Trapper
- 8299-99 Agricultural Labourers and Related Workers nec

83 CLEANERS**8301 CLEANERS**

- 8301-01 Supervisor, Cleaners
- 8301-11 Industrial Cleaner
- 8301-13 Commercial Cleaner
- 8301-15 Hospital Cleaner
- 8301-17 Window Cleaner
- 8301-19 Carpet Cleaner
- 8301-21 Motor Vehicle Cleaner
- 8301-99 Cleaners nec

**84 CONSTRUCTION AND
MINING LABOURERS****8401 INSTALLATION WORKERS**

- 8401-11 Building Insulation Installer
- 8401-13 Home Improvements Installer

8403 CONCRETE WORKERS

- 8403-11 Concrete Worker

**8405 STRUCTURAL STEEL AND RELATED
CONSTRUCTION LABOURERS**

- 8405-11 Scaffolder
- 8405-13 Rigger (Construction)
- 8405-15 Steel Fixer
- 8405-17 Structural Steel Erector

8407 EARTHMOVING LABOURERS

- 8407-11 Earthmoving Labourer

**8409 PAVING AND SURFACING
LABOURERS**

- 8409-01 Supervisor, Paving and Surfacing Labourers
- 8409-11 Paving and Surfacing Labourer

8411 SURVEY HANDS

- 8411-11 Survey Hand

8413 RAILWAY LABOURERS

- 8413-01 Supervisor, Railway Labourers
- 8413-11 Railway Labourer

**8415 MINING AND MINERAL ORE
TREATING LABOURERS**

- 8415-11 Mining Labourer
- 8415-13 Driller's Offsider
- 8415-15 Mineral Ore Processing Labourer

**8499 OTHER CONSTRUCTION AND
MINING LABOURERS**

- 8499-11 Lagger
- 8499-13 Crane Chaser
- 8499-15 Fence Erector
- 8499-17 Building Construction Labourer

**89 MISCELLANEOUS
LABOURERS AND RELATED
WORKERS****8901 USHERS AND DOOR ATTENDANTS**

- 8901-11 Door Attendant
- 8901-13 Entertainment Usher
- 8901-15 Ticket Taker

8903 LUGGAGE PORTERS

- 8903-01 Supervisor, Luggage Porters
- 8903-11 Luggage Porter

8905 GARBAGE COLLECTORS

- 8905-01 Supervisor, Garbage Collectors
- 8905-11 Garbage Collector

ASCO STRUCTURE**OCCUPATIONS****8907 STOREMEN/WOMEN**

- 8907-01 Supervisor, Storemen/women
- 8907-11 Storeman/woman

8909 FREIGHT AND FURNITURE HANDLERS

- 8909-01 Supervisor, Freight and Furniture Handlers
- 8909-11 Freight Handler (Road and Rail)
- 8909-13 Furniture Packer
- 8909-15 Wharf Labourer
- 8909-17 Truck Driver's Offsider

8911 GUARDS AND SECURITY OFFICERS

- 8911-01 Supervisor, Guards and Security Officers
- 8911-11 Railway Patrol Officer
- 8911-13 Security Officer
- 8911-15 Railway Guard
- 8911-99 Guards and Security Officers nec

8913 CARETAKERS

- 8913-11 Caretaker

8915 HOUSEKEEPERS

- 8915-11 Executive Housekeeper
- 8915-13 Domestic Housekeeper

8917 LAUNDRY WORKERS

- 8917-01 Supervisor, Laundry Workers
- 8917-11 Laundry Worker

8919 KITCHENHANDS

- 8919-11 Kitchenhand

8921 WARD HELPERS

- 8921-01 Supervisor, Ward Helpers
- 8921-11 Ward Assistant
- 8921-13 Hospital Food Serviceperson
- 8921-15 Nursing Assistant

8923 VEHICLE ACCESSORIES FITTERS

- 8923-01 Supervisor, Vehicle Accessories Fitters
- 8923-11 Vehicle Accessories Fitter

8925 FISHERMEN/WOMEN, DECKHANDS AND SEAMEN/WOMEN

- 8925-01 Boatswain
- 8925-11 Seaman/woman
- 8925-13 Fisherman/woman

8999 OTHER LABOURERS AND RELATED WORKERS

- 8999-11 Animal Attendant
- 8999-13 Pest and Weed Controller
- 8999-15 Vending Machine Attendant
- 8999-17 Lampman/woman
- 8999-19 Handyman/woman
- 8999-21 Funeral Attendant
- 8999-23 Veterinary Nurse
- 8999-25 Railway Station Assistant
- 8999-27 Automotive Parts Recycler
- 8999-99 Labourers and Related Workers nec

FORMAT OF DEFINITIONS

The format of major, minor and unit group definitions varies slightly between levels, but they all contain similar elements. These elements are:

- . statement of the boundaries of the group;
- . information on skill level;
- . list of principal or indicative tasks;
- . list of lower level groups or occupations contained in the group.

The major and minor group definitions have separate paragraphs dealing with each of the above elements. They also contain paragraphs dealing with special inclusions and exclusions in cases where the reason may not be obvious.

The unit group definitions are presented in the following format:

UNIT GROUP CODE and TITLE

A lead statement specifying the boundaries of the group in terms of broadly stated tasks.

Under the heading SKILL LEVEL is a statement specifying the skill level for the unit group, expressed in terms of formal education, previous experience and on-the-job training. Special requirements, such as licensing, are also indicated under this heading.

Under the heading TASKS INCLUDE is a list of primary tasks performed in the occupations included in the unit group.

Under the heading OCCUPATIONS is a list of occupation titles included in the unit group.

There are three categories of occupation titles:

Principal Titles are the official titles used to designate occupations in ASCO. They are printed in bold type and accompanied by the occupation level code.

Alternative Titles are commonly used synonyms of the Principal Title. They are designated by (a).

Specialisation Titles are commonly occurring titles referring to a subset of jobs belonging to the occupation designated by the Principal Title. These jobs involve the performance of specialised tasks rather than the broader range of tasks usually performed in the occupation. They are designated by (s).

Under the heading RELATED OCCUPATIONS is a list of related occupations contained in other unit groups.

Under the heading COMMENTS are items of relevant information not given elsewhere.

MAJOR GROUP 1

MANAGERS AND ADMINISTRATORS

MANAGERS AND ADMINISTRATORS head government, industrial, agricultural, commercial and other establishments, organisations, or departments within such organisations. They determine the policy of the establishment, organisation or department, and direct and co-ordinate its functioning, usually through subordinate executives. These tasks require a high level of judgement and an awareness of economic, technical, legal and other factors which affect those policies.

Most occupations in this major group have a level of skill commensurate with a 3 year degree and 5-10 years experience in a relevant field or industry.

Tasks performed by Managers and Administrators typically include formulating, administering and reviewing the policy and/or legislation which determine the direction to be taken by the body they head; controlling, directing and participating in the activities of that body personally or through a hierarchy of subordinate managers and supervisors; establishing operational and administrative procedures; and controlling the selection of senior staff and the allocation of resources.

Occupations in this major group are classified into the following minor groups:

- 11 LEGISLATORS AND GOVERNMENT APPOINTED OFFICIALS**
- 12 GENERAL MANAGERS**
- 13 SPECIALIST MANAGERS**
- 14 FARMERS AND FARM MANAGERS**
- 15 MANAGING SUPERVISORS (SALES AND SERVICE)**
- 16 MANAGING SUPERVISORS (OTHER BUSINESS)**

MINOR GROUP 11

LEGISLATORS AND GOVERNMENT APPOINTED OFFICIALS

LEGISLATORS AND GOVERNMENT APPOINTED OFFICIALS represent the people, the nation or the Crown in elected bodies, courts of law and overseas diplomatic missions. They direct and participate in the operations of establishments responsible for legislation, local, state and federal government, the administration of justice and diplomatic relations.

Entry into the occupations in this minor group requires election by the constituency, or appointment by the government or the Crown. However, substantial experience in public administration or legal practice is necessary for those occupations entered by appointment.

Tasks performed by Legislators and Government Appointed Officials typically include interpreting, administering, analysing and reviewing the law and public policy; investigating, developing, formulating and presenting legislative and public policy proposals; and promoting the interests of the constituencies which they represent.

Heads of Government Departments are excluded from this minor group because, although appointed by the government, their tasks are those of a General Manager of a large organisation. They are located in Minor Group 12, General Managers.

Occupations in this minor group are classified into the following unit groups:

1101 PARLIAMENTARIANS, COUNCILLORS AND GOVERNMENT REPRESENTATIVES

1103 JUDGES, MAGISTRATES AND MEDIATORS

1101 PARLIAMENTARIANS, COUNCILLORS AND GOVERNMENT REPRESENTATIVES

PARLIAMENTARIANS, COUNCILLORS AND GOVERNMENT REPRESENTATIVES participate in the activities of government as elected members of parliamentary or local government constituencies, or represent the Australian Government or the Crown in the Commonwealth, a State or in an overseas country.

SKILL LEVEL

The entry requirement for this unit group is substantial experience in public life or community activities.

TASKS include:

- assisting in the moulding of government policy and in formulating, amending and repealing legislation
- attending community functions and meetings of local groups
- investigating matters of concern to the public and electorate and introducing proposals for remedial government action
- promoting the interests of Australia and assisting Australian citizens overseas
- issuing policy directions to government departments and exercising overall control over municipal authorities or diplomatic missions overseas

COMMENTS

The occupations in this unit group can only be entered by government appointment or by election.

OCCUPATIONS

1101-11 Member of Parliament
Government Minister (s)
Premier (s)

Prime Minister (s)
Senator (s)

1101-99 Parliamentarians, Councillors and Government Representatives nec
Alderman/woman (s)
Ambassador (s)
Consul-General (s)
Governor (s)
Governor-General (s)
Head of Diplomatic Mission (s)
High Commissioner (s)
Mayor/Mayorress (s)
Northern Territory Administrator (s)

1103 JUDGES, MAGISTRATES AND MEDIATORS

JUDGES, MAGISTRATES AND MEDIATORS preside over judicial proceedings and pronounce judgements in courts of law, or act, individually or as members of administrative or industrial tribunals, to resolve disputes.

SKILL LEVEL

The entry requirement for this unit group is a 4-5 year degree or post-graduate degree in law and at least 10 years previous experience as a legal practitioner or in public administration.

TASKS include:

- conducting trials according to Rules of Procedure
- reading, hearing and considering evidence
- instructing juries on points of law or procedure
- interpreting the law in relation to particular cases
- sentencing offenders and awarding damages

GROUP DEFINITIONS

MANAGERS AND ADMINISTRATORS

- arbitrating on issues and making awards

COMMENTS

The occupations in this unit group can only be entered by government appointment.

OCCUPATIONS

- 1103-11** Coroner
- 1103-13** Judge
Justice of the High Court (s)
- 1103-15** Magistrate
- 1103-17** Administrative Appeals Tribunal Member
- 1103-19** Industrial Tribunal Member
Conciliation and Arbitration Commissioner
(a)

MINOR GROUP 12 GENERAL MANAGERS

GENERAL MANAGERS head government, industrial, commercial and other organisations, directing and co-ordinating the operations of those organisations through subordinate managers. They formulate policies which determine the overall direction of the organisation, maintaining an awareness of economic, technical and other factors which affect those policies.

Occupations in this minor group have a level of skill commensurate with a 3 year degree or diploma and substantial previous experience in management.

Tasks performed by General Managers typically include formulating and implementing policy independently or through consultation with subordinates; analysing information and presenting reports to governing bodies; representing the organisation in relations with governing bodies and outside organisations; and controlling the allocation and use of resources and selection of senior staff.

Education Managers are excluded from this minor group, because they operate within policy and expenditure constraints imposed by a wider authority. They are located in Minor Group 13, Specialist Managers. Directors of Nursing are also located in Minor Group 13 because they are not responsible for the administration of the hospital or nursing home as a whole.

Occupations in this minor group are classified into the following unit group:

1201 GENERAL MANAGERS

1201 GENERAL MANAGERS

GENERAL MANAGERS develop and review company policy and organise and direct the major functions of an industrial, commercial, governmental or other establishment through subordinate executives.

SKILL LEVEL

The entry requirement for this unit group is a degree and 5-15 years previous experience in management or related areas.

TASKS include:

- directing the operations of a company, authority or institution
- determining policy, either independently or on the basis of consultation with subordinate managers
- analysing economic, social, technical, legal and other data or trends
- consulting with subordinates and reviewing recommendations and reports
- preparing or arranging the preparation of reports, budgets and forecasts, and presenting them to governing bodies
- representing the organisation in negotiations at conventions, seminars and official occasions, and

liaising with other organisations

- selecting or approving selection of senior staff
- authorising funds to implement policies and programmes
- co-ordinating subordinate units and staff, and instituting reporting, audit and control systems

OCCUPATIONS

1201-11 General Manager

Air Force ranks above and including Air Commodore (s)
 Army ranks above and including Brigadier (s)
 Chief Executive (s)
 Fire Commissioner (s)
 Head of Government Department (s)
 Hospital Administrator (s)
 Managing Director (s)
 Managing Editor (s)
 Medical Superintendent (s)
 Naval ranks above and including Commodore (s)
 Ombudsman/woman (s)
 Police Commissioner (s)
 Regional Manager (s)
 Trade Union Secretary (s)

MINOR GROUP 13 SPECIALIST MANAGERS

SPECIALIST MANAGERS co-ordinate the administration and operation of specialised functions or fields of activity within an organisation. Under broad direction from the General Manager, they direct the work of supervisors and accept responsibility for the operation of their department.

Occupations in this minor group have a level of skill commensurate with a 3 year degree or diploma and substantial supervisory experience within their specialist area.

Tasks performed by Specialist Managers typically include formulating policy and plans for their area of control; establishing and directing operational and administrative procedures; controlling expenditure; monitoring the performance of staff and controlling their selection and training.

This minor group includes Directors of Nursing because they direct the function of nursing in a hospital or nursing home but are not responsible for the administration of the establishment as a whole, and Education Managers are included because they administer educational institutions within policy and expenditure constraints imposed by a wider authority.

Managers of specialist organisations are included in Minor Group 12, General Managers. The manager of a finance company, for example, is not a Finance Manager but a General Manager. Leaders of teams of professionals whose tasks are primarily of a professional nature but who perform some managerial tasks in respect of the team (eg. Chief Architect, Chief Civil Engineer) are located in Major Group 2, Professionals.

Occupations in this minor group most commonly require a level of skill equivalent to a 3 year degree and substantial experience in supervision.

Occupations in this minor group are classified into the following unit groups:

- 1301 FINANCE MANAGERS**
- 1303 SALES AND MARKETING MANAGERS**
- 1305 PRODUCTION MANAGERS**
- 1307 SUPPLY AND DISTRIBUTION MANAGERS**
- 1309 PERSONNEL AND INDUSTRIAL RELATIONS MANAGERS**
- 1311 DATA PROCESSING MANAGERS**
- 1313 PUBLIC POLICY MANAGERS**
- 1315 DIRECTORS OF NURSING**
- 1317 EDUCATION MANAGERS**
- 1319 COMMISSIONED OFFICERS (MANAGEMENT)**
- 1399 OTHER SPECIALIST MANAGERS**

1301 FINANCE MANAGERS

FINANCE MANAGERS administer the overall financial activities of an organisation either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma and 5-10 years previous experience in accounting or finance.

TASKS include:

- planning the financial operations and overall financial policy of an organisation in consultation with other management
- co-ordinating the development, implementation and monitoring of financial, accounting and

administrative systems (including computerised systems)

- directing the collection of financial and accounting information and the preparation of budgets, reports and forecasts
- providing and interpreting financial information for other management
- directing and co-ordinating economic research
- assessing proposals involving financial expenditure

OCCUPATIONS

- 1301-11 Finance Manager**
 Finance Director (a)
 Chief Accountant (s)
 Company Secretary (s)
 Treasurer (except government) (s)

MANAGERS AND ADMINISTRATORS

GROUP DEFINITIONS

RELATED OCCUPATIONS

| | |
|------|--------------------------------|
| 1201 | General Managers |
| 2701 | Accountants |
| 6101 | Securities and Finance Dealers |

1303 SALES AND MARKETING MANAGERS

SALES AND MARKETING MANAGERS administer the overall sales and marketing activities of organisations either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma and 5-10 years previous experience in sales, marketing or promotion.

TASKS include:

- planning the overall sales and marketing policy of an organisation in consultation with other managers
- planning and controlling sales activities, methods and arrangements
- planning and conducting marketing campaigns and promotional activities
- directing staff activities and monitoring their performance
- monitoring customer service, invoicing, payments and administration costs
- directing research work and monitoring sales and marketing activity to produce reports and recommendations

OCCUPATIONS

| | |
|---------|-----------------------------|
| 1303-11 | Sales and Marketing Manager |
| | Advertising Manager (s) |
| | Export Manager (s) |
| | Merchandise Manager (s) |

RELATED OCCUPATIONS

| | |
|---------|------------------------------|
| 1501 | Shop Managers |
| 6201 | Sales Representatives |
| 6301-01 | Supervisor, Sales Assistants |

1305 PRODUCTION MANAGERS

PRODUCTION MANAGERS administer the overall production activities of organisations either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma and 5-10 years previous experience in production engineering or supervision.

TASKS include:

- planning details of production activity
- planning overall production policy of an organisation in consultation with other managers
- directing staff activities and monitoring their efficiency
- controlling the operation of production plant facilities, quality control procedures and the implementation of safety requirements
- monitoring production and production costs and

controlling the preparation of production records and reports

- directing research into production methods, recommending and implementing initiatives
- informing other managers about production matters

OCCUPATIONS

| | |
|---------|---|
| 1305-11 | Production Manager (Manufacturing and Mining) |
| | Plant Manager (s) |
| | Quality Control Manager (s) |
| | Works Manager (s) |
| 1305-13 | Producer (Media) |
| | Executive Producer (s) |
| | Studio Manager (s) |
| | Television Producer (s) |

1307 SUPPLY AND DISTRIBUTION MANAGERS

SUPPLY AND DISTRIBUTION MANAGERS administer the overall supply, storage and distribution activities of an organisation either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3-5 year degree or diploma and 5-10 years previous experience in supply and distribution.

TASKS include:

- planning overall policy for the purchase, storage and distribution of goods in consultation with other managers
- planning details of purchasing, storage and distribution operations
- co-ordinating investigation of supply, distribution and storage options
- negotiating purchase contracts with suppliers, checking quality and cost of purchased goods and negotiating with suppliers concerning defects
- planning and establishing distribution systems
- directing the planning and maintenance of storage and inventory systems
- directing the recording of purchase, storage and distribution transactions
- directing and monitoring activities of supply and distribution staff

OCCUPATIONS

| | |
|---------|---------------------------------|
| 1307-11 | Supply and Distribution Manager |
| | Military Supply Officer (s) |
| | Procurement Manager (s) |
| | Purchasing Manager (s) |
| | Shipping Manager (s) |
| | Supply Manager (s) |
| | Transport Manager (s) |

RELATED OCCUPATIONS

| | |
|------|----------------------|
| 3913 | Procurement Officers |
|------|----------------------|

1309 PERSONNEL AND INDUSTRIAL RELATIONS MANAGERS

PERSONNEL AND INDUSTRIAL RELATIONS MANAGERS

GROUP DEFINITIONS

administer the overall personnel and industrial relations activities of an organisation either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3-5 year degree or diploma and 5-10 years previous experience in personnel and industrial relations administration.

TASKS include:

- planning the overall personnel and industrial relations policy of an organisation in consultation with other managers
- controlling activities in personnel administration, staff selection and training, labour relations, wage and salary administration, health and safety, security and employee benefits
- directing personnel and industrial relations operations
- directing and monitoring activities of staff in personnel and industrial relations areas

OCCUPATIONS

1309-11 Personnel and Industrial Relations Manager
Manpower Manager (s)
Occupational Health and Safety Manager (s)
Organisation and Methods Manager (s)
Training Manager (s)

RELATED OCCUPATIONS

2705 Personnel Specialists

1311 DATA PROCESSING MANAGERS

DATA PROCESSING MANAGERS administer the overall data processing activities of an organisation either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3-5 year degree or diploma and 5-10 years previous experience in data processing.

TASKS include:

- planning the overall data processing policy of an organisation in consultation with other managers
- directing the selection, installation, use and maintenance of computing equipment and software
- controlling the selection and training of programmers and operators and monitoring their performance
- directing data processing operations
- monitoring overall operations of electronic data processing to develop improvements to the systems

OCCUPATIONS

1311-11 Data Processing Manager
Information Systems Manager (s)
Operations Manager (Data Processing) (s)
Systems Manager (Data Processing) (s)

RELATED OCCUPATIONS

2707 Computing Professionals

MANAGERS AND ADMINISTRATORS

1313 PUBLIC POLICY MANAGERS

PUBLIC POLICY MANAGERS administer the policy and programme activities of a federal or state government department, either directly or through subordinates.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree and 10 years previous experience in administration.

TASKS include:

- advising and providing information on an area of government policy
- directing and co-ordinating programme activity and policy formulation
- directing operations of administrative organisation
- implementing government directives and policies

OCCUPATIONS

1313-11 Public Policy Manager
Public Service Manager (a)
Section Head (Public Service) (s)

1315 DIRECTORS OF NURSING

DIRECTORS OF NURSING administer the overall nursing activities of a hospital either directly or through supervisors.

SKILL LEVEL

The entry requirement for this unit group is a 1 year post-graduate diploma in nursing administration and 2-5 years experience as a Registered Nurse. Registration as a double certificate nurse is required.

TASKS include:

- planning nursing policies and activities
- establishing procedures and standards for nursing staff and ensuring that medical practitioners' requirements are met
- monitoring and controlling expenditure on staff, supplies, equipment and services
- directing preparation of budget information and reports
- monitoring selection and performance of nursing staff

OCCUPATIONS

1315-11 Director of Nursing
Matron (a)
Nurse Administrator (s)
Nursing Superintendent (s)

RELATED OCCUPATIONS

3401 Registered Nurses
6603 Enrolled Nurses

1317 EDUCATION MANAGERS

EDUCATION MANAGERS administer educational institutions (usually under the auspices of an external authority).

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma and 5-10 years of previous experience in a relevant teaching area.

TASKS include:

- co-ordinating the educational and administrative affairs of an educational institution
- interviewing parents and new pupils
- advising students on course requirements and regulations governing course variations
- representing an educational institution at community and administrative meetings
- supervising or authorising the work of administration or teaching staff
- preparing or directing preparation of courses (including extra-curricular courses) and course outlines

OCCUPATIONS

1317-11 School Principal
Headmaster/mistress (a)

1317-99 Education Managers nec
Dean (s)
Faculty Head (s)

1319 COMMISSIONED OFFICERS (MANAGEMENT)

COMMISSIONED OFFICERS (MANAGEMENT) administer the activities of armed services, police or fire organisations directly or through other managers or supervisors. They may receive training in occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma and 10 years previous experience as a junior officer.

TASKS include:

- advising and providing information on an area of defence policy
- directing and co-ordinating programme activity and policy formulation
- directing operations of administrative organisation
- implementing government directives and policies
- planning overall activities of an organisational unit in consultation with a higher authority
- planning, directing and implementing an operational

programme for a group or area

- directing and monitoring the activities of junior officers and other staff and maintaining discipline
- directing and monitoring record keeping systems and preparation of reports
- controlling expenditure and stores use
- preparing estimates and budgets
- performing ceremonial and public duties

OCCUPATIONS

1319-11 Commissioned Police Officer

1319-13 Commissioned Fire Officer

1319-15 Commissioned Defence Force Officer (Management)
Captain (Defence Forces) (s)
Colonel (s)
Flight Lieutenant (s)
Group Captain (s)
Lieutenant (Navy) (s)

1319-91 Trainee Officer (Defence Forces)
Midshipman (s)
Officer Cadet (s)

RELATED OCCUPATIONS

3501 Police
7211 Fire Fighters

1399 OTHER SPECIALIST MANAGERS

This unit group covers occupations not elsewhere classified in Minor Group 13, Specialist Managers.

SKILL LEVEL

The entry requirement for this unit group is a 1-5 year certificate, degree or diploma or a higher degree and 5-10 years previous experience in a specialised area.

OCCUPATIONS

1399-11 Engineering Manager

1399-13 Research Manager
Market Research Manager (s)
Research and Development Manager (s)

1399-99 Specialist Managers nec
Ambulance Superintendent (s)
Library Manager (s)
Marine Engineer Superintendent (s)
Religious Administrator (s)

MINOR GROUP 14 FARMERS AND FARM MANAGERS

FARMERS AND FARM MANAGERS co-ordinate and participate in the activities of an agricultural establishment. They plan and conduct operations to obtain maximum production from the land, considering factors such as markets, climate, soil conservation, stock, crops and technological input.

Occupations in this minor group have a level of skill commensurate with 2-5 years previous experience in farming.

Tasks performed by Farmers and Farm Managers typically include directing and participating in farming operations to raise livestock and cultivate crops; controlling finances and the use of resources; hiring, training and supervising staff and contractors; maintaining and improving premises, land and equipment; monitoring prices and markets and arranging the marketing and transport of produce.

Occupations in this minor group are classified into the following unit group:

1401 FARMERS AND FARM MANAGERS

1401 FARMERS AND FARM MANAGERS

FARMERS AND FARM MANAGERS supervise and perform farming operations to raise livestock and cultivate field crops, market produce and other agricultural products.

SKILL LEVEL

The entry requirement for this unit group is 2-5 years previous experience as a farm hand or farm trainee.

TASKS include:

- planting, spraying, fertilising and harvesting crops such as cereal grain, oilseed, protein crops, sugar cane, tobacco, and market produce
- selling or storing grain and fodder
- planning and implementing breeding and feeding programmes for livestock and poultry
- culling and selling immature or non-productive livestock or fruit
- cleaning and disinfecting buildings, sheds, pens, equipment and facilities to maintain produce quality and health standards
- organising and conducting farming operations particular to the type of farm, such as milking; shearing; collecting, grading, and packaging of produce; catching and loading livestock; exercising horses; cultivating seedlings and grafting trees.

OCCUPATIONS

- 1401-11 Grain, Oilseed and Pasture Grower**
Grain, Oilseed and Pasture Farm Manager (a)
Seed Farmer (s)
Wheat Farmer (s)
- 1401-13 Sugar Cane Grower**
Sugar Cane Farm Manager (a)
- 1401-15 Tobacco Grower**
Tobacco Farm Manager (a)
- 1401-17 Beef Cattle Farmer**
Beef Cattle Farm Manager (a)
Cattle Grazier (a)
Beef Cattle Station Manager (s)

- Beef Cattle Stud Farmer (s)
Buffalo Farmer (s)

- 1401-19 Dairy Farmer**
Dairy Farm Manager (a)
Dairy Cattle Stud Farmer (s)

- 1401-21 Sheep Farmer**
Sheep Farm Manager (a)
Sheep Station Manager (s)
Sheep Stud Farmer (s)
Wool Grower (s)

- 1401-23 Pig Farmer**
Pig Farm Manager (a)
Pig Breeder (s)

- 1401-25 Poultry Farmer**
Poultry Farm Manager (a)
Chicken Meat Producer (s)
Egg Producer (s)
Hatchery Manager (s)

- 1401-27 Horse Breeder**
Horse Stud Manager (a)
Horse Stud Farmer (s)
Stud Master/Mistress (s)

- 1401-29 Mixed Farmer**
Mixed Farm Manager (a)

- 1401-31 Fruit and Nut Grower**
Fruit and Nut Farm Manager (a)
Orchardist (s)
Viticulturist (s)

- 1401-33 Vegetable Grower**
Vegetable Farm Manager (a)
Market Gardener (s)
Olericulturist (s)

- 1401-35 Apiarist**
Beekeeper (a)

- 1401-91 Trainee Farmer**
Trainee Farm Manager (a)
Farm Apprentice (s)
Jackaroo (s)
Jillaroo (s)

- 1401-99 Farmers and Farm Managers nec**
Commercial Flower Grower (s)
Cotton Grower (s)

MANAGERS AND ADMINISTRATORS

GROUP DEFINITIONS

Fish Farmer (s)
Goat Farmer (s)
Oyster Farmer (s)

RELATED OCCUPATIONS

8201 Farm Hands and Assistants

MINOR GROUP 15 MANAGING SUPERVISORS (SALES AND SERVICE)

MANAGING SUPERVISORS (SALES AND SERVICE) head establishments too small to have a hierarchy of managers, which carry out retail trade and services to the general public. They co-ordinate all functions of such establishments, formulating policies and objectives in both general and specific terms, and ensuring that the finance, staffing, training and marketing functions operate efficiently. Their immediate subordinates are usually supervisors. (All supervisors can be found in the same unit group as the most highly skilled occupation they supervise.)

Occupations in this minor group have a level of skill commensurate with 5 years experience in retail sales or service establishments.

Tasks performed by Managing Supervisors (Sales and Service) typically include directing and participating in the operations of the establishment; promoting and advertising the products and services; controlling selection, supervision and training of staff; determining staffing and salary levels; formulating purchasing and marketing policy and setting prices; and ensuring that premises, equipment and furnishings are kept clean, well maintained and secure.

This minor group includes managers of Commonwealth Employment Service and Department of Social Security branches because they manage small establishments which provide a service to the public.

Occupations in this minor group are classified into the following unit groups:

- 1501 SHOP MANAGERS**
- 1503 RESTAURANT AND CATERING MANAGING SUPERVISORS**
- 1505 ACCOMMODATION AND TAVERN MANAGING SUPERVISORS**
- 1507 FINANCIAL INSTITUTION BRANCH MANAGERS**
- 1599 OTHER MANAGING SUPERVISORS (SALES AND SERVICE)**

1501 SHOP MANAGERS

SHOP MANAGERS plan and organise the operations of a retail trading establishment.

SKILL LEVEL

The entry requirement for this unit group is 1-10 years previous experience in a sales-related position. A licence, permit or lease to operate is required by local government authorities.

TASKS include:

- planning, directing and participating in the operations of the shop
- controlling the selection and training of staff and supervising their work
- determining purchasing and marketing policies, salaries and prices
- maintaining records of stock levels and financial transactions
- displaying and selling merchandise
- providing information about merchandise to staff and customers
- ensuring that shop premises, fixtures and fittings are cleaned and maintained

OCCUPATIONS

- 1501-11 Shop Manager**
 Bookshop Manager (s)
 Delicatessen Manager (s)
 Dry Cleaning Establishment Manager (s)

General Storekeeper (s)
 Greengrocery Manager (s)
 Hardware Store Manager (s)
 Milk Bar Manager (s)
 Newsagency Manager (s)
 Service Station Manager (s)
 Stationer (s)
 Supermarket Manager (s)
 Take Away Food Outlet Manager (s)

1503 RESTAURANT AND CATERING MANAGING SUPERVISORS

RESTAURANT AND CATERING MANAGING SUPERVISORS plan and organise the provision of meals and beverages in restaurants (including cafeterias, canteens, bistros and clubs), and at public or private functions, mainly for consumption on the premises.

SKILL LEVEL

The entry requirement for this unit group is a 3 year associate diploma. 2 years on-the-job training is usual. A licence or permit to operate is required by local government authorities.

TASKS include:

- directing and participating personally in restaurant and catering operations
- planning menus in consultation with the chef

MANAGERS AND ADMINISTRATORS

- purchasing or controlling the purchase of food supplies and monitoring quality at all stages of preparation and presentation
- controlling the selection and training of staff and supervising their work
- maintaining records of stock levels and financial transactions
- determining salaries and prices
- arranging for advertising and handling public relations
- inspecting dining room, kitchen and storage facilities to ensure they meet health requirements and are clean, functional and pleasing in appearance

OCCUPATIONS

- 1503-11 Restaurant and Catering Managing Supervisor**
Canteen Manager (s)
Caterer (s)
Mess Supervisor (Defence Forces) (s)
Restaurateur (s)

1505 ACCOMMODATION AND TAVERN MANAGING SUPERVISORS

ACCOMMODATION AND TAVERN MANAGING SUPERVISORS plan and organise the operation of hotel, motel, lodging facilities and grounds at caravan and tourist parks, recreational camp sites and other accommodation establishments.

SKILL LEVEL

The entry requirement for this unit group is 1-5 years previous experience as supervisor of an accommodation establishment. A licence, permit or lease to operate is required by local government authorities.

TASKS include:

- planning, directing and participating personally in the operations of the establishment
- controlling the selection and training of staff and supervising their work in various organisational units such as reception, dining room, kitchen, bar etc
- registering guests, assigning accommodation and showing guests the accommodation and recreation facilities
- checking rooms, collecting keys, determining and collecting payment when guests check out
- maintaining records of financial transactions
- informing guests of local tourist attractions and recreational facilities and attending to queries and complaints lodged by customers
- arranging the cleaning and maintenance of gardens, grounds, buildings and any other facilities

OCCUPATIONS

- 1505-11 Hotel/Motel Manager**
Hotelier (a)
Publican (s)
Resort Manager (s)
Tavern Manager (s)
- 1505-13 Caravan Park Manager**
- 1505-99 Accommodation and Tavern Managing Supervisors nec**

GROUP DEFINITIONS

Boarding House Manager (s)
Hostel Manager (s)

1507 FINANCIAL INSTITUTION BRANCH MANAGERS

FINANCIAL INSTITUTION BRANCH MANAGERS plan and organise the day-to-day financial activities of a branch office of a Bank, Credit Union, Building Society or other financial institution.

SKILL LEVEL

The entry requirement for occupations in this unit group is 5-15 years experience in financial institutions.

TASKS include:

- planning, directing and participating in the operations of the institution
- implementing or adapting standard office procedures prepared by head office
- assessing and authorising loan applications
- advising clients on investment
- promoting the branch and actively developing business
- controlling the selection, training and supervision of staff
- organising staffing to ensure availability during peak periods, after hours or for priority work
- ensuring security procedures are implemented for safeguarding and moving cash and important documents

OCCUPATIONS

- 1507-11 Financial Institution Branch Manager**
Bank Manager (s)
Building Society Manager (s)
Credit Union Manager (s)

1599 OTHER MANAGING SUPERVISORS (SALES AND SERVICE)

This unit group covers occupations not elsewhere classified in Minor Groups 15, Managing Supervisors (Sales and Service).

SKILL LEVEL

There is no specific entry requirement for this unit group although some occupations may require previous experience in the relevant industry. A licence, permit or lease to operate is required by local government authorities.

OCCUPATIONS

- 1599-11 Hairdressing Establishment Managing Supervisor**
- 1599-13 Sports Centre Manager**
Sports Centre Administrator (a)
- 1599-15 Postmaster/mistress**
- 1599-17 Real Estate Agency Manager**
- 1599-19 Bookmaker**
- 1599-21 Railway Station Master/Mistress**

GROUP DEFINITIONS

MANAGERS AND ADMINISTRATORS

1599-99 Managing Supervisors (Sales and Service)
nec
Beauty Parlour Manager (s)
Licensed Club Manager (s)
Stock and Station Agency Manager (s)
Stockbroking Firm Manager (s)
TAB Manager (s)

MINOR GROUP 16 MANAGING SUPERVISORS (OTHER BUSINESS)

MANAGING SUPERVISORS (OTHER BUSINESS) head establishments too small to have a hierarchy of managers, which carry out activities other than agriculture, retail trade or services to the general public. They co-ordinate all functions of the establishment, formulating policies and objectives in both general and specific terms, and ensuring that the finance, staffing, training and marketing functions operate efficiently. Their immediate subordinates are usually supervisors. (All supervisors can be found in the same unit group as the most highly skilled occupation they supervise.)

Occupations in this minor group have a level of skill commensurate with 5-10 years experience in a relevant field or industry. However, the entry requirement for Professional Builder is a 5 year degree.

Tasks performed by Managing Supervisors (Other Business) typically include directing and participating in business operations; promoting and advertising the products and services; controlling selection, supervision and training of staff; determining staffing and salary levels; formulating purchasing and marketing policy; authorising financial arrangements with customers, suppliers and contractors; and discussing and determining customer requirements.

This minor group includes Professional Builders because they cannot reliably be distinguished in statistical collections from Building Contractors. They do not manage small businesses but direct the use of resources for government and corporate building programmes.

Occupations in this minor group are classified into the following unit group:

1601 MANAGING SUPERVISORS (OTHER BUSINESS)

1601 MANAGING SUPERVISORS (OTHER BUSINESS)

MANAGING SUPERVISORS (OTHER BUSINESS) co-ordinate the operations of relatively small businesses conducting operations in manufacturing, wholesale trade, construction and various industries other than primary production, retail trade and services.

SKILL LEVEL

There is no formal entry requirement for this unit group, although Managing Supervisors may have previous experience in the relevant industry. The entry requirement for Professional Builder, however, is a 5 year degree. A licence or permit to operate is required by local government authorities.

TASKS include:

- recruiting and directing staff
- ordering products from manufacturers, importers or overseas suppliers for sale to other establishments for resale or use in those establishments
- examining market trends and formulating policies

accordingly

- liaising with customers to determine requirements for specific products or markets, and answering queries and complaints
- determining and implementing marketing strategies for products
- engaging and controlling work of sub-contractors

OCCUPATIONS

- 1601-11 Importer-Exporter**
Import-Export Business Manager (a)
- 1601-13 Professional Builder**
Building and Construction Manager (a)
- 1601-15 Building Contractor**
Contract Builder (s)
- 1601-17 Wholesaler**
- 1601-19 Manufacturer**
- 1601-99 Managing Supervisors (Other Business) nec**
Laundry Manager (s)

MAJOR GROUP 2

PROFESSIONALS

PROFESSIONALS perform analytical, conceptual and creative tasks requiring a high level of intellectual ability and thorough understanding of an extensive body of theoretical knowledge.

Most occupations in this major group have a level of skill commensurate with a 3 year degree or diploma, with some occupations requiring a longer basic degree and/or postgraduate qualifications.

Tasks performed by Professionals typically include conducting and analysing research to extend the body of knowledge in their discipline; developing techniques to apply this knowledge; designing products, physical structures and engineering systems; identifying and treating, or advising on, health, social and personal problems; teaching the theory and practice of one or more disciplines; developing and co-ordinating administrative programmes; and communicating ideas through language and artistic media (including in visual and performing arts).

This major group includes leaders of teams of Professionals whose tasks are primarily of a professional nature but who perform some managerial tasks in respect of the team (e.g. Chief Architect, Chief Civil Engineer).

Chief Accountant and School Principal are excluded from this major group because their tasks are primarily managerial. They are located in Major Group 1, Managers and Administrators.

Occupations in this major group are classified into the following minor groups:

- 21 NATURAL SCIENTISTS**
- 22 BUILDING PROFESSIONALS AND ENGINEERS**
- 23 HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS**
- 24 SCHOOL TEACHERS**
- 25 OTHER TEACHERS AND INSTRUCTORS**
- 26 SOCIAL PROFESSIONALS**
- 27 BUSINESS PROFESSIONALS**
- 28 ARTISTS AND RELATED PROFESSIONALS**
- 29 MISCELLANEOUS PROFESSIONALS**

MINOR GROUP 21 NATURAL SCIENTISTS

NATURAL SCIENTISTS observe, research and analyse natural phenomena; develop techniques and materials for medical, industrial, agricultural, mining and military applications; manage natural resources and advise on the cultivation of plants and animals; and provide information to Medical Practitioners on the diagnosis, treatment and prevention of disease.

Occupations in this minor group have a level of skill commensurate with a 4 year degree and some postgraduate study or training.

Tasks performed by Natural Scientists typically include conducting experiments, examinations and analyses; interpreting and analysing data and results of experiments; developing procedures and equipment for scientific research; and preparing scientific papers and reports.

Occupations in this minor group are classified into the following unit groups:

- 2101 CHEMISTS**
- 2103 GEOLOGISTS AND GEOPHYSICISTS**
- 2105 PHYSICISTS**
- 2107 LIFE SCIENTISTS**
- 2109 MEDICAL TESTING PROFESSIONALS**
- 2199 OTHER NATURAL SCIENTISTS**

2101 CHEMISTS

CHEMISTS analyse and research the physical and chemical properties of substances and develop chemical techniques for use in the manufacture or modification of natural substances and processed products.

SKILL LEVEL

The entry requirement for this unit group is an honours degree.

TASKS include:

- conducting experiments to identify chemical composition, energy and chemical changes in natural substances or processed materials
- developing procedures, instruments and recording and testing systems for use in experiments
- analysing results and experimental data
- testing techniques and processes under a variety of conditions to ascertain reliability
- developing quality control procedures for the manufacture of products in plants or factories
- preparing scientific papers and reports

OCCUPATIONS

- 2101-11 Chemist**
Assayer (s)
Chief Chemist (s)
Food Technologist (s)

RELATED OCCUPATIONS

- 2217-17 Materials Scientist

2103 GEOLOGISTS AND GEOPHYSICISTS

GEOLOGISTS AND GEOPHYSICISTS study the nature, composition and structure of the earth and other planetary bodies and of atmospheres and hydrospheres. They use geological knowledge to locate mineral deposits, determine the flow pattern of ocean tides and currents and forecast seismic, magnetic, electrical and thermal activity.

SKILL LEVEL

The entry requirement for this unit group is an honours degree.

TASKS include:

- exploring specific areas of the earth to determine structure and type of rocks and minerals
- measuring gravitational and magnetic fields to determine size, mass and structure of the earth and planetary bodies
- determining structure of earth's mantle and crust using explosion seismology methods
- interpreting remote sensing imagery to identify rock types and structural trends which suggest the presence of features for further investigation
- examining samples (including fossils) from field studies, ground and drillhole surveys using optical, chemical and mechanical laboratory techniques
- analysing and interpreting data derived from laboratory and field studies
- conferring with mining engineers, metallurgists and finance professionals to determine the economics of resource extraction
- preparing scientific papers and reports

OCCUPATIONS

- 2103-11 Geologist**
Chief Geologist (s)
Geochemist (s)

GROUP DEFINITIONS

Mud Logger (s)

2103-13 Geophysicist
Hydrologist (s)
Physical Oceanographer (s)
Seismologist (s)

2105 PHYSICISTS

PHYSICISTS study structure and physical properties of matter, behaviour, relationships and interactions of matter, energy and other physical phenomena, and develop materials, products and processes using knowledge of physics.

SKILL LEVEL

The entry requirement for this unit group is an honours degree.

TASKS include:

- conducting experiments, tests and analyses in fields such as mechanics, optics, sonics, thermodynamics, electricity, electronics, magnetism and nuclear physics
- studying specific aspects of the functions and physical mechanisms of systems in living organisms
- examining physical forces involved in replication and heredity
- developing industrial, medical, military and other applications of physics
- expressing observations, formulating conclusions and illustrating hypotheses using mathematical techniques and models
- preparing scientific papers and reports

OCCUPATIONS

2105-11 Physicist
Astronomer (s)
Chief Physicist (s)
Cosmologist (s)
Crystallographer (s)

2107 LIFE SCIENTISTS

LIFE SCIENTISTS examine the morphology, structure, chemistry and physical characteristics of humans, animals, plants and other living organisms; develop practical applications of biological and related theory; study the environment of, and interrelationships between, animals and plants; develop and manage forest lands and resources; and advise farmers on all aspects of farming.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- studying the physical and chemical form, structure, composition and function of organs and tissues
- researching the effect of internal and external environmental factors on the life processes and functions of humans, plants and animals, such as respiration, circulation, movement etc., under normal and abnormal conditions
- identifying and studying the chemical substances

PROFESSIONALS

and events involved in physiological processes

- growing plants under controlled conditions to study the impact of environmental factors on plant growth
- observing the structure of communities of organisms in the laboratory and natural environment to predict the effect of human influences
- studying forest plants and environmental effects upon them, and planning maximum long-term economic, environmental and recreational benefits from forest resources
- advising farmers on growth and production rates of field crops, produce and livestock
- preparing scientific papers and reports

OCCUPATIONS

2107-11 Anatomist
Animal Morphologist (a)
Embryologist (s)
Histologist (s)
Neuroanatomist (s)

2107-13 Physiologist
Endocrinologist (s)

2107-15 Biochemist
Enzyme Chemist (s)
Molecular Biologist (s)
Protein Chemist (s)

2107-17 Biophysicist

2107-19 Botanist
Agronomist (s)
Agrostologist (s)
Horticultural Scientist (s)
Plant Anatomist (s)
Plant Morphologist (s)
Plant Pathologist (s)
Plant Physiologist (s)
Plant Scientist (s)
Plant Taxonomist (s)

2107-21 Ecologist

2107-23 Zoologist
Animal Nutritionist (s)
Animal Taxonomist (s)
Entomologist (s)
Insect Pathologist (s)
Soil Zoologist (s)
Veterinary Parasitologist (s)
Veterinary Pathologist (s)

2107-25 Forester
Forest Manager (a)
Forest Scientist (s)
Forestry Adviser (s)
Harvesting Manager (Forestry) (s)
Sylviculturist (s)

2107-27 Agricultural Extension Officer
Agricultural Adviser (a)
Agricultural Consultant (s)
Farm Consultant (s)

2107-99 Life Scientists nec
Bacteriologist (s)
Cell Biologist (s)
Geneticist (s)
Microbiologist (s)
Parasitologist (s)
Pharmacologist (except Clinical) (s)
Soil Biologist (s)
Toxicologist (s)
Virologist (s)

PROFESSIONALS

2109 MEDICAL TESTING PROFESSIONALS

MEDICAL TESTING PROFESSIONALS conduct medical laboratory tests and apply knowledge and methodology from various scientific disciplines such as physics, chemistry and engineering to provide information and develop equipment for diagnosis, treatment and prevention of human disease.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree.

TASKS include:

- preparing tissue sections for microscopic examination to determine the nature, cause and progress of disease
- performing autopsies to determine the nature and extent of disease or injury or the cause of death
- analysing body specimens to determine presence and quality of microbic infections and various chemical substances
- studying characteristics of blood cells related to various physiological and pathological conditions, and performing blood tests
- assessing the effects of microbic behaviour on tissue and investigating responses of the body to foreign cells or other agents
- advising on the use of ionising radiation, and formulating radiation protecting procedures for the hospital environment
- developing electronic and mechanical equipment to assist in the diagnosis, treatment and rehabilitation of patients
- preparing case reports

GROUP DEFINITIONS

OCCUPATIONS

- 2109-11 Medical Laboratory Scientist**
Clinical Laboratory Scientist (a)
Clinical Chemist (s)
Cytologist (s)
Epidemiologist (s)
- 2109-13 Clinical Physical Scientist**
Biomedical Engineer (s)
Medical Physicist (s)

2199 OTHER NATURAL SCIENTISTS

This unit group covers occupations not elsewhere classified in minor group 21, Natural Scientists.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree.

OCCUPATIONS

- 2199-11 Environmental Scientist**
Air Pollution Analyst (s)
Land Degradation Analyst (s)
Water Quality Analyst (s)
- 2199-13 Soil Scientist**
Pedologist (a)
Soil Conservationist (s)
- 2199-15 Meteorologist**
Agrometeorologist (s)
Hydrometeorologist (s)
Research Meteorologist (s)

MINOR GROUP 22

BUILDING PROFESSIONALS AND ENGINEERS

BUILDING PROFESSIONALS AND ENGINEERS apply specialised scientific and technical expertise to the operation and development of production systems and the design, construction, installation and maintenance of civil and industrial structures, plant and mechanical or electrical equipment. They survey and investigate geological and geographical phenomena in order to prepare graphic and pictorial representations of them and advise on the extraction of minerals, oil and gas and the undertaking of civil engineering projects.

Occupations in this minor group have a level of skill commensurate with a 3-5 year degree or diploma.

Tasks performed by Building Professionals and Engineers typically include preparing and analysing plans, maps or designs of buildings, landscapes, mines, oil and gas installations, production systems, mechanical and electrical equipment and other engineering projects; planning and monitoring the progress and operation of engineering projects and industrial production; estimating the costs and advising on the feasibility of engineering and survey operations; liaising with clients, other professionals and managers to resolve design, planning and operational problems; and conducting applied research to solve practical problems.

Aircraft Maintenance Engineers are excluded from this minor group because they do not require extensive theoretical knowledge and the entry requirement for these occupations is a trade certificate. They are located in Unit Group 4211, Aircraft Maintenance Engineers. Professional Builders are located in Unit Group 1601, Managing Supervisors (Other Business), as they cannot reliably be distinguished in statistical collections from Building Contractors.

Occupations in this minor group are classified into the following unit groups:

- 2201 ARCHITECTS AND LANDSCAPE ARCHITECTS**
- 2203 QUANTITY SURVEYORS**
- 2205 CARTOGRAPHERS AND SURVEYORS**
- 2207 CHEMICAL ENGINEERS**
- 2209 CIVIL ENGINEERS**
- 2211 ELECTRICAL AND ELECTRONICS ENGINEERS**
- 2213 MECHANICAL ENGINEERS**
- 2215 MINING ENGINEERS**
- 2217 METALLURGISTS AND MATERIALS SCIENTISTS**
- 2219 OTHER ENGINEERS**

2201 ARCHITECTS AND LANDSCAPE ARCHITECTS

ARCHITECTS AND LANDSCAPE ARCHITECTS design commercial, industrial and residential buildings and landscapes and plan construction.

SKILL LEVEL

The entry requirement for this unit group is a 5-6 year degree or post-graduate diploma. Architects are required to register with state authorities to practise privately.

TASKS include:

- analysing sites and making appropriate recommendations for development or construction
- preparing detailed scale drawings and detailed specifications for design and construction
- liaising with clients and other professionals on matters of design, cost, timing and feasibility of projects

- monitoring construction to ensure compliance with specifications

OCCUPATIONS

- 2201-11 Architect**
Chief Architect (s)
- 2201-13 Landscape Architect**

RELATED OCCUPATIONS

- 2219-15 Naval Architect
- 2907-11 Urban and Regional Planner
- 4805-13 Landscape Gardener

2203 QUANTITY SURVEYORS

QUANTITY SURVEYORS prepare and monitor cost estimates and bills of quantities for construction projects.

PROFESSIONALS

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma.

TASKS include:

- analysing architectural and engineering drawings and specifications to estimate the cost of materials, labour and construction
- liaising with architects, builders and engineers
- monitoring changes of design and assessing effects on cost
- advising clients on tenders
- advising on costs of alternative construction materials and methods and on alternative contractual arrangements

OCCUPATIONS

2203-11 Quantity Surveyor

2205 CARTOGRAPHERS AND SURVEYORS

CARTOGRAPHERS AND SURVEYORS use digital and graphic source material and surveying techniques to determine the exact position of natural and constructed geographical features and prepare or revise graphic and pictorial representations. They also supervise and co-ordinate the work of other cartographers, technicians and field workers.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma.

TASKS include:

- determining the position of points of the earth's surface including the ocean bed
- designing and compiling map manuscripts
- liaising with other professionals
- advising on technical, environmental and other requirements connected with surveying, mapping, land sub-division and development
- advising on technical, aesthetic and economic aspects of map production
- researching and developing surveying and cadastral systems and information/data banks

OCCUPATIONS

2205-11 Cartographer

2205-13 Surveyor
Air Photo Plotter (Air Force) (s)
Cadastral Surveyor (s)
Engineering Surveyor (s)
Geodetic Surveyor (s)
Hydrographic Surveyor (s)
Photogrammetric Surveyor (s)

2207 CHEMICAL ENGINEERS

CHEMICAL ENGINEERS conduct applied research to develop and improve commercial-scale chemical products or processes, and design and prepare specifications for commercial-scale chemical plants and control systems. They oversee industrial

GROUP DEFINITIONS

processing and fabrication operations involving products undergoing physical and chemical changes. They may supervise engineering associates and technical officers.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- investigating practical engineering problems, conducting mathematical modelling and computer simulation of complex processes
- evaluating merits of batch and continuous flow operations and optimising process conditions
- designing pilot plants and systems used for effecting chemical changes, heat transfer, removal of components, fuel evaluation, control, storage and handling of solids, liquids and gases
- advising sales personnel and market researchers on processes and products
- overseeing operation and maintenance of equipment to achieve maximum efficiency under safe operating conditions
- ensuring that materials and equipment conform to specifications, diagnosing malfunctions and instituting remedial action
- preparing reports, feasibility studies and detailed costings

OCCUPATIONS

2207-11 Chemical Engineer
Combustion Engineer (s)
Petrochemical Process Engineer (s)
Principal Chemical Engineer (s)
Smelting Engineer (s)
Water Treatment Engineer (s)

2209 CIVIL ENGINEERS

CIVIL ENGINEERS plan, design and direct construction and manage operations and maintenance of large-scale transport, water supply and sewerage structures. They conduct research into materials, processes and systems, scientific theories and principles applicable to practical engineering problems. They may supervise engineering associates and technical officers.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- conducting experiments, investigating and correlating data on concrete technology, structures, soil mechanics, hydrology, hydraulics, water and waste treatment processes and other such areas
- designing hydraulic systems, roads, aerodromes, water supply systems, sewerage systems, bridges, dams, buildings and harbours
- determining and specifying construction methods, materials and quality standards
- analysing loading, labour, productivity and performance of materials and systems
- ensuring that equipment, operation and maintenance accord with design specifications
- diagnosing malfunctions and instituting remedial action

GROUP DEFINITIONS

- establishing work control systems to promote and monitor operational efficiency, safety, cost-effectiveness and environmental protection
- establishing a detailed programme to co-ordinate site activities, administer contracts, and ensure satisfactory completion

OCCUPATIONS

- 2209-11 Civil Engineer**
Chief Civil Engineer (s)
Construction Engineer (s)
Municipal Engineer (s)
Structural Engineer (s)
Transport Engineer (Army) (s)
Water Supply Distribution Engineer (s)

2211 ELECTRICAL AND ELECTRONICS ENGINEERS

ELECTRICAL AND ELECTRONICS ENGINEERS design and develop electrical and electronic systems and equipment used in communications, process control, navigation, data processing, entertainment, power generation and distribution, and oversee their manufacture, testing, installation, operation and maintenance. They research electrical and electronic phenomena in order to solve practical engineering problems. They may supervise engineering associates and technical officers.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- conducting experiments; investigating and correlating data on power generation and transmission systems, transformers, switchgear and electric motors and their controls, telemetry and remote control systems, process and systems control, data processing equipment, radar, communications equipment, and microwave systems
- preparing and evaluating designs and specifications and overseeing manufacture, installation and operation of equipment and systems, ensuring compliance with specifications and contractual arrangements
- determining arrangement of circuit elements, transistors and integrated circuits and location, layout and transmission medium
- developing test apparatus and evaluation procedures
- developing or modifying electrical components, equipment and appliances, overseeing construction of prototype circuits
- establishing safety and performance standards and procedures for modification, maintenance and repair

OCCUPATIONS

- 2211-11 Electrical Engineer**
Chief Electrical Engineer (s)
Electrical Maintenance Engineer (s)
Electrical Power Engineer (s)
- 2211-13 Electronics Engineer**
Chief Electronics Engineer (s)
Communications Engineer (s)
Computer Engineer (s)
Process Control Engineer (s)
Radio Engineer (s)
Telecommunications Engineer (s)

STRUCTURE AND GROUP DEFINITIONS

PROFESSIONALS

2213 MECHANICAL ENGINEERS

MECHANICAL ENGINEERS design and develop machines, mechanisms, mechanical plant and systems and oversee their assembly, erection and operation. They conduct research into materials, mechanisms, machines and processes to solve practical engineering problems. They may supervise engineering associates and technicians.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- conducting experiments, investigating and correlating data on energy use, materials handling, thermodynamic processes, fluid mechanics, vehicles and environmental controls
- designing mechanical equipment, machinery, components, products for manufacture, plant and systems for construction
- developing specifications for manufacture, determining materials, equipment, piping, material flows, capacities and layout of plant or systems
- overseeing construction and establishing work control systems to promote and monitor operational efficiency, safety, cost-effectiveness, quality and environmental protection
- evaluating performance of machinery and equipment to determine suitability for manufacturing application

OCCUPATIONS

- 2213-11 Mechanical Engineer**
Air-Conditioning Engineer (s)
Chief Mechanical Engineer (s)

2215 MINING ENGINEERS

MINING ENGINEERS plan and direct the engineering aspects of extraction of minerals, oil and gas from the earth (including the sea bed). They may supervise engineering associates and technical officers.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- conducting preliminary surveys of mineral deposits to ascertain economic feasibility of ore extraction
- consulting geologists, geophysicists and other engineers concerning location, design and development of extractive processes
- planning location for drilling, layout of tunnels and chambers and construction of shafts
- selecting or designing machinery, facilities and systems for mining
- devising methods of controlling flow of oil or gas from wells
- preparing and evaluating cost estimates, specifications and tenders
- establishing safety procedures and first aid facilities

PROFESSIONALS

at the mine

OCCUPATIONS

2215-11 Mining Engineer (except Petroleum)
Chief Mining Engineer (s)

2215-13 Petroleum Engineer
Mud Engineer (s)
Oil and Gas Drilling Engineer (s)
Petrophysical Engineer (s)

2217 METALLURGISTS AND MATERIALS SCIENTISTS

METALLURGISTS AND MATERIALS SCIENTISTS investigate the properties of metals and alloys; develop new ceramic, polymeric and other materials; and develop, control and advise on extraction, refinement, alloying and treatment procedures. They may supervise engineering associates and technicians.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree in metallurgical engineering or materials science or engineering.

TASKS include:

- studying structure and properties of metals and alloys, ceramics, polymers, plastics, composite materials and rubbers
- developing and testing new techniques and products
- evaluating metal properties during rolling, extruding, casting, welding and alloying processes
- studying engineering properties of materials in relation to tension, compression, impact, bending, fatigue and extremes of temperature using testing devices
- studying and applying chemical and process metallurgy techniques for extraction of metals and alloys in commercial quantities by high temperature smelting or leaching precipitation
- designing and developing techniques for moulding, casting, shaping and joining diverse materials and overseeing experimental production
- specifying temperatures, mixtures and other factors in the extraction or production process and devising procedures to protect materials against deterioration or corrosion
- preparing cost estimates and budgets to evaluate economic feasibility of the production process

OCCUPATIONS

2217-11 Extractive Metallurgist
Primary Metallurgist (a)
Hydrometallurgical Engineer (s)
Pyrometallurgical Engineer (s)

2217-13 Physical Metallurgist
Industrial Metallurgist (a)
Secondary Metallurgist (a)
Metallographer (s)

GROUP DEFINITIONS

Quality Control Metallurgist (s)
Radiological Metallurgist (s)

2217-15 Materials Engineer
Metallurgical Engineer (a)
Ceramics Engineer (s)
Polymer Engineer (s)

2217-17 Materials Scientist
Ceramics Scientist (s)
Polymer Scientist (s)

2219 OTHER ENGINEERS

OTHER ENGINEERS design, develop, oversee and participate in manufacturing, maintaining, modifying and repairing marine vessels and floating structures, aircraft, agricultural machinery and equipment. They conduct research to solve practical engineering problems and to evaluate the safety and cost-effectiveness of engineering methods and equipment. They may supervise engineering associates and technicians.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree.

TASKS include:

- consulting users of aircraft, ships, agricultural and other machinery concerning design requirements
- preparing preliminary designs and directing preparation of detailed designs
- determining layout and overseeing construction of irrigation, drainage, flood and water control systems, farm buildings, crop processing plant and processing systems for animal products
- preparing and evaluating specifications, tenders, estimates and contracts
- overseeing construction, assembly and installation of equipment
- authorising modifications, repairs and maintenance
- assessing production sequences and methods; recommending changes in procedures, utilisation of equipment and labour, and safety precautions

OCCUPATIONS

2219-11 Aeronautical Engineer
Air Safety Engineer (s)

2219-13 Agricultural Engineer

2219-15 Naval Architect

2219-17 Industrial Engineer
Methods Engineer (s)
Safety Engineer (s)

2219-99 Engineers nec
Military Armament Engineer (s)
Military Instrument Engineer (s)
Product Design Engineer (s)

MINOR GROUP 23

HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS

HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS diagnose physical and mental illnesses and conditions and recommend, administer, dispense and develop medications and treatment to promote or restore good health.

Occupations in this minor group have a level of skill commensurate with a 3-5 year degree. Specialist Medical Practitioners require, in addition, a 1 year internship and 4-6 years specialist training and study. Radiographers require a 2-3 year diploma.

Tasks performed by Health Diagnosis and Treatment Practitioners typically include examining patients to establish the nature of their complaint and performing or ordering tests, X-rays and other diagnostic procedures; selecting and administering appropriate treatment and therapy and advising patients of further treatment and preventive or therapeutic measures; prescribing, administering, preparing and dispensing medication and prosthetic or corrective devices, administering anaesthetic and performing surgery; and conducting research to improve diagnosis and treatment.

This minor group includes Veterinarians because they perform similar functions to medical practitioners but deal with animals. Radiographers are included because they assist Medical Practitioners in diagnosis and in recommending treatment.

Occupations which are concerned with treatment only are excluded from this minor group as they do not require a minimum 3 year degree or diploma. These can be found in Unit Groups 3401, 6603 and 6605. Clinical and Counselling Psychologists are excluded from this minor group because they treat mental conditions by emphasising non-medical aspects and using techniques characteristic of the discipline of psychology. They are located in Unit Group 2903.

Occupations in this minor group are classified into the following unit groups:

- 2301 GENERAL MEDICAL PRACTITIONERS**
- 2303 SPECIALIST MEDICAL PRACTITIONERS**
- 2305 DENTAL PRACTITIONERS**
- 2307 PHARMACISTS**
- 2309 OCCUPATIONAL THERAPISTS**
- 2311 OPTOMETRISTS**
- 2313 PHYSIOTHERAPISTS**
- 2315 SPEECH PATHOLOGISTS**
- 2317 CHIROPRACTORS AND OSTEOPATHS**
- 2319 PODIATRISTS**
- 2321 RADIOGRAPHERS**
- 2323 VETERINARIANS**
- 2399 OTHER HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS**

2301 GENERAL MEDICAL PRACTITIONERS

GENERAL MEDICAL PRACTITIONERS diagnose and treat physical and mental illnesses, disorders and injuries, recommend preventive action and refer patients to Specialist Medical Practitioners.

SKILL LEVEL

The entry requirement for this unit group is a 5-6 year degree plus 1 year internship. Registration is required by State or Territory authorities.

TASKS include:

- examining patients and ordering laboratory tests, X-rays and other diagnostic procedures
- prescribing and administering drugs and other

remedial treatments

- inoculating patients against communicable diseases
- advising on diet, exercise and other habits which aid prevention or treatment of disease and disorders
- delivering babies
- providing pre-natal and post-natal care
- referring patients to, and exchanging medical information with, specialists
- reporting births, deaths and notifiable diseases to government authorities

OCCUPATIONS

2301-11 General Medical Practitioner

2303 SPECIALIST MEDICAL PRACTITIONERS

SPECIALIST MEDICAL PRACTITIONERS diagnose and treat diseases and disorders (including congenital malfunctions and developmental and mental disorders) occurring in a particular area or system of the body (including the brain), and/or in a particular age group or during one specific phase (ie. rehabilitation), using specialist testing, diagnostic, surgical or medical techniques.

SKILL LEVEL

The entry requirement for this unit group is a 5-6 year degree in medicine plus a 1 year internship and 4-6 years specialist training and study.

TASKS include:

- receiving referrals from other medical practitioners
- diagnosing disorders by examining patients and using the results of laboratory and other tests
- taking blood and tissue samples, examining tissue, performing microscopic examination of bacterial cultures, using X-ray and other such imaging methods for diagnostic purposes
- prescribing and administering medication
- recommending admission to treatment and rehabilitation programmes
- operating on patients using specialised surgical procedures
- treating tumours by exposure to radiation
- administering anaesthetic and monitoring patients throughout surgical procedures and post-operative periods
- maintaining close liaison with other personnel caring for the patient
- instructing patients in remedial exercises and advising on preventive health practices

OCCUPATIONS

- 2303-11 Anaesthetist**
- 2303-13 Cardiologist**
- 2303-15 Obstetrician and Gynaecologist**
- 2303-17 Ophthalmologist**
- 2303-19 Orthopaedic Specialist**
Orthopaedic Surgeon (a)
- 2303-21 Psychiatrist**
- 2303-23 Radiologist**
Diagnostic Radiologist (s)
Nuclear Medicine Specialist (s)
Radiation Oncologist (s)
Therapeutic Radiologist (s)
- 2303-25 Paediatrician**
- 2303-27 Thoracic Specialist**
Cardiovascular Specialist (a)
- 2303-29 Dermatologist**
- 2303-31 Otorhinolaryngologist**
Ear, Nose and Throat Specialist (a)
- 2303-33 Urologist**
- 2303-35 Surgeon**
Cardiothoracic Surgeon (s)
Neurosurgeon (s)
Ophthalmic Surgeon (s)

Otorhinolaryngological Surgeon (s)
Paediatric Surgeon (s)
Plastic and Reconstructive Surgeon (s)
Surgical Oncologist (s)

2303-37 Pathologist

Blood Transfusionist (s)
Clinical Biochemist (s)
Clinical Microbiologist (s)
Haematologist (s)
Histopathologist (s)
Immunologist (s)

2303-39 Specialist in Rehabilitation Medicine

Orthopaedic Rehabilitation Specialist (s)
Prosthetics and Orthotics Rehabilitation Specialist (s)
Spinal Injuries Rehabilitation Specialist (s)
Vocational Rehabilitation Specialist (s)

2303-41 Specialist Physician

Infectious Diseases Specialist (s)

2303-99 Specialist Medical Practitioners nec

Clinical Allergist (s)
Clinical Endocrinologist (s)
Clinical Pharmacologist (s)
Gastroenterologist (s)
Geriatrician (s)
Industrial Medicine Specialist (s)
Medical Oncologist (s)
Nephrologist (s)
Neurologist (s)
Occupational Medicine Specialist (s)
Renal Specialist (s)
Rheumatologist (s)

2305 DENTAL PRACTITIONERS

DENTAL PRACTITIONERS diagnose diseases, injuries, irregularities and malformations of teeth, gums, mouth tissue, jaw and other dento-facial structures, prescribe and administer restorative and preventive procedures, including surgery and other specialist techniques.

SKILL LEVEL

The entry requirement for this unit group is a 5 year degree. 2 years as a Dentist is a pre-requisite to specialisation and a minimum of 4 years on-the-job training in a particular specialisation is usual. Registration is required by State or Territory authorities.

TASKS include:

- examining teeth, gums, tissues and dento-facial structures, using dental and X-ray equipment in order to diagnose dental problems
- administering local and general anaesthetics
- filling cavities
- extracting decayed or deformed teeth
- constructing inlays and artificial crowns to replace portions of teeth
- designing, constructing and fitting complete and partial dentures, orthodontic and other appliances and performing bridge work
- performing specialist examinations and tests and undertaking or arranging appropriate treatment in a specialist area

GROUP DEFINITIONS

OCCUPATIONS

2305-11 Dentist

2305-13 Dental Specialist
Endodontist (s)
Oral Pathologist (s)
Oral Surgeon (s)
Orthodontist (s)
Paedodontist (s)
Periodontist (s)
Prosthodontist (s)

2307 PHARMACISTS

PHARMACISTS compound and dispense pharmaceuticals and other drugs and medicines in hospitals and pharmacies, and conduct research on production, storage, quality control and distribution of drugs and related supplies.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree plus a 1 year traineeship. Registration is required by State or Territory authorities.

TASKS include:

- preparing or directing preparation and labelling of liquid medicines, ointments, powders, tablets and other medications to fill prescriptions
- receiving prescriptions and checking for correct dosage and drug compatibility before dispensing
- advising on drug incompatibility and contradictions
- maintaining prescription files and recording issue of narcotics, poisons and habit forming drugs
- conferring with chemists, engineers and other professionals about manufacturing techniques and ingredients
- testing and analysing drugs to determine identity, purity and strength
- developing legally recognised standards and advising on government controls and regulations
- selling non-prescription drugs, sick-room supplies, toiletries, cosmetics and other commercial products

OCCUPATIONS

2307-11 Hospital Pharmacist

2307-13 Industrial Pharmacist

2307-15 Retail Pharmacist
Community Pharmacist (a)

2309 OCCUPATIONAL THERAPISTS

OCCUPATIONAL THERAPISTS assess the degree to which abilities are impaired by the aging process, developmental, neurological or physical injury or illness, psychological or social disability, and provide therapeutic programmes.

SKILL LEVEL

The entry requirement for this unit group is a 3 1/2 year degree. Registration is required by State or Territory authorities.

STRUCTURE AND GROUP DEFINITIONS

PROFESSIONALS

TASKS include:

- evaluating patients' emotional, psychological, developmental and physical capabilities
- conducting treatment programmes on an individual or group basis, directing recreational, remedial, social and educational activities
- training handicapped persons in self-care and normal living activities
- training patients with perceptual motor problems
- training children with learning or developmental disabilities
- monitoring and recording patients' activities, responses and progress

OCCUPATIONS

2309-11 Occupational Therapist

2311 OPTOMETRISTS

OPTOMETRISTS diagnose and treat eye disorders or defects not requiring medication or surgery.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree. Registration is required by State or Territory authorities.

TASKS include:

- examining eyes, administering visual tests and assessing the nature and extent of vision problems and abnormalities
- prescribing and dispensing spectacle lenses, contact lenses and low vision aids
- checking lenses and aids made by optical mechanics for suitability and comfort
- advising patients on eye exercises, lighting and visual habits
- referring patients whose eyes show evidence of disease to other practitioners

OCCUPATIONS

2311-11 Optometrist

RELATED OCCUPATIONS

2303-17 Ophthalmologist
2399-15 Orthoptist

2313 PHYSIOTHERAPISTS

PHYSIOTHERAPISTS prevent and treat disorders of movement caused by injury or disease.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree. Registration is required by State or Territory authorities.

TASKS include:

- testing muscles, nerves, joints and functional ability, and identifying and assessing patients' physical problems
- selecting appropriate form of therapy and treating

PROFESSIONALS

patients to reduce pain, improve circulation, strengthen muscles, restore joint mobility, improve cardiothoracic, cardiovascular and respiratory functions, balance and co-ordination

- training or retraining patients to perform normal living activities
- instructing patients and their families in procedures to be continued at home
- monitoring and recording patients' responses and progress

OCCUPATIONS

2313-11 Physiotherapist

RELATED OCCUPATIONS

2309-11 Occupational Therapist
2317-11 Chiropractor

2315 SPEECH PATHOLOGISTS

SPEECH PATHOLOGISTS diagnose and treat speech disorders.

SKILL LEVEL

The entry requirement for this unit group is a 4 year degree. Registration is required by State or Territory authorities.

TASKS include:

- administering tests and observing patients to determine nature and extent of disorders
- planning and conducting programmes of remedial exercises to correct stuttering, abnormal articulation and other disorders
- administering individual or group therapy for rehabilitation of patients with communication problems (caused by defective hearing, cerebral palsy, surgery or injury)
- treating and advising on children slow in learning to speak
- counselling and guiding language-handicapped individuals and families, their teachers and employers

OCCUPATIONS

2315-11 Speech Pathologist
Speech Therapist (a)

2317 CHIROPRACTORS AND OSTEOPATHS

CHIROPRACTORS AND OSTEOPATHS diagnose, treat and advise on prevention of physiological and mechanical disorders of the locomotor system.

SKILL LEVEL

The entry requirement for this unit group is a 4-5 year degree. Registration is required by State or Territory authorities.

TASKS include:

- examining patient, ordering or performing X-rays and pathological tests
- diagnosing disorder from discussion, observation

GROUP DEFINITIONS

and test results

- manipulating peripheral joints and soft tissues of the spinal column or other parts of the body framework to restore mechanical function
- advising on diet, nutrition and lifestyle
- prescribing exercises for rehabilitation and/or prevention

OCCUPATIONS

2317-11 Chiropractor

2317-13 Osteopath

RELATED OCCUPATIONS

2313-11 Physiotherapist
6699-17 Masseur/Masseuse

2319 PODIATRISTS

PODIATRISTS diagnose and treat ailments and abnormal conditions of the foot and perform minor surgery.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma. Registration is required by State or Territory authorities.

TASKS include:

- examining feet to determine nature and extent of conditions, deformities or injuries
- treating paralysis, ulceration and malfunction of the feet caused by diseases such as diabetes, rheumatoid arthritis and peripheral vascular disorders
- performing minor surgery to remove or ameliorate abnormal conditions
- prescribing and fitting replaceable pads, shields, supports and other corrective and protective foot devices
- prescribing and arranging fabrication of corrective footwear
- referring patients to medical practitioners where necessary

OCCUPATIONS

2319-11 Podiatrist
Chiropodist (a)

2321 RADIOGRAPHERS

RADIOGRAPHERS operate radiation producing and monitoring equipment for diagnostic, monitoring or treatment purposes, under the direction of a radiologist or other medical practitioner.

SKILL LEVEL

The entry requirement for this unit group is a 2-3 year diploma or associate diploma. 1-2 years on-the-job training is usual. Registration is required by State or Territory authorities.

TASKS include:

- following instructions from medical practitioner

GROUP DEFINITIONS

PROFESSIONALS

prescribing tests or treatment

- calculating length and intensity of exposure to radiation and size and strength of dosage of isotopes
- positioning patients, screens and equipment preparatory to procedure
- operating X-ray machines, radiation scanners and fluoroscopes
- compiling electronic or photographic records of tests for diagnostic purposes
- preparing radioactive materials for use in radiation scanning or radiation treatments

OCCUPATIONS

- 2321-11 Medical Diagnostic Radiographer
2321-13 Medical Therapeutic Radiographer
2321-15 Nuclear Medicine Technologist

2323 VETERINARIANS

VETERINARIANS diagnose and treat animal diseases, ailments and injuries, and advise on and implement preventive measures.

SKILL LEVEL

The entry requirement for this unit group is a 5 year degree. Registration is required by State or Territory authorities.

TASKS include:

- examining animals to determine the nature of the condition
- performing laboratory tests and X-ray examinations
- performing surgery on animals and performing obstetric services
- administering or prescribing drugs, sedatives, analgesics, general or local anaesthetics

- performing autopsies on animals
- inoculating animals against infectious diseases
- advising clients on hygiene, feeding, care and breeding of animals

OCCUPATIONS

- 2323-11 Veterinarian
Veterinary Surgeon (a)

RELATED OCCUPATIONS

- 8999-23 Veterinary Nurse

2399 OTHER HEALTH DIAGNOSIS AND TREATMENT PRACTITIONERS

This unit group covers occupations not elsewhere classified in Minor Group 23, Health Diagnosis and Treatment Practitioners.

SKILL LEVEL

The usual entry requirement for occupations in this unit group is a 3 year degree or diploma.

OCCUPATIONS

- 2399-11 Audiologist
2399-13 Dietitian
Nutritionist (a)
2399-15 Orthoptist
2399-99 Health Diagnosis and Treatment Practitioners nec
Acupuncturist (s)
Chinese Medicine Specialist (s)
Herbalist (s)
Homeopath (s)
Naturopath (s)
Orthotist (s)
Prosthetist (s)

MINOR GROUP 24 SCHOOL TEACHERS

SCHOOL TEACHERS educate children in primary, pre-primary, secondary or special schools. They promote physical, mental, social and emotional development and prepare young people for adult life.

Occupations in this minor group have a level of skill commensurate with a 3-4 year degree or diploma.

Tasks performed by School Teachers typically include assessing the abilities and level of achievement of pupils through direct observation and administering tests; selecting, preparing and presenting courses, teaching materials and lessons suited to the abilities of the pupils; correcting and assessing pupils' work; attending to the social, emotional and physical well-being of pupils and maintaining acceptable standards of behaviour; and discussing individual progress and problems with other professionals, parents and pupils.

School Principals are excluded from this minor group because their tasks are primarily managerial and are broader in scope than supervising School Teachers. They can be found in Unit Group 1317, Education Managers.

Occupations in this minor group are classified into the following unit groups:

- 2401 PRE-PRIMARY SCHOOL TEACHERS**
- 2403 PRIMARY SCHOOL TEACHERS**
- 2405 SECONDARY SCHOOL TEACHERS**
- 2407 SPECIAL EDUCATION TEACHERS**

2401 PRE-PRIMARY SCHOOL TEACHERS

PRE-PRIMARY SCHOOL TEACHERS introduce children to the rudiments of music, art, literature and numeracy in a pre-primary centre, and promote their physical, mental and social development.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma in teaching or education with special emphasis on early childhood education. Some States/Territories require registration with the appropriate authority.

TASKS include:

- planning activities using a variety of materials and equipment designed to facilitate the children's development of gross and fine motor skills, and co-operative social skills
- promoting language development through story telling, role play, songs, rhymes and informal discussions
- observing children to evaluate progress and to detect signs of ill health, emotional disturbance or other disabilities
- providing for nutritional health, welfare and safety needs of children
- discussing child's progress and any problems with parents
- participating in parent/staff committees

OCCUPATIONS

- 2401-11 Pre-Primary School Teacher**
Early Childhood Teacher (a)
Kindergarten Teacher (a)
Pre-School Teacher (a)
Kindergarten Director (s)

Pre-School Director (s)

RELATED OCCUPATIONS

- 2403 Primary School Teachers**

2403 PRIMARY SCHOOL TEACHERS

PRIMARY SCHOOL TEACHERS teach a range of subjects within a prescribed curriculum, to pupils at primary and junior primary level.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma in education or a 3 year degree plus a post-graduate diploma in education. Some States/Territories require registration with the appropriate authority.

TASKS include:

- developing and preparing course curricula and teaching outlines for courses of study
- teaching subjects such as reading, writing, mathematics, science
- preparing, administering and marking tests, projects and assignments to evaluate pupils' progress and taking remedial steps where necessary
- discussing social, behavioural and learning problems with parents and/or school counsellors
- supervising pupils in classrooms and other areas of the school

OCCUPATIONS

- 2403-01 Senior Teacher, Infant-Primary School**

GROUP DEFINITIONS

2403-11 Primary School Teacher
Infant School Teacher (s)
Junior Primary School Teacher (s)
Primary Teacher-Librarian (s)

RELATED OCCUPATIONS

2401 Pre-Primary School Teachers

2405 SECONDARY SCHOOL TEACHERS

SECONDARY SCHOOL TEACHERS teach one or more subjects within a prescribed curriculum, to pupils at secondary level.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma in education or a 3 year degree plus a post-graduate diploma in education. Some States/Territories require registration with the appropriate authority.

TASKS include:

- developing and preparing course curricula and teaching outlines for courses of study
- teaching one or more subjects within the school curriculum through presentation of lesson material, discussions, workshop and laboratory sessions, and the use of audio-visual aids
- preparing, administering and marking tests, projects and assignments to evaluate pupils' progress, and recording the results
- maintaining discipline in classrooms and other school areas
- discussing individual progress and problems with pupils, parents and/or school counsellors and senior teachers
- participating in staff meetings, educational conferences, workshops and parent/teacher meetings

OCCUPATIONS

2405-01 Senior Teacher, Secondary School

2405-11 Secondary School Teacher
Secondary School Teacher-Librarian (s)

PROFESSIONALS

2407 SPECIAL EDUCATION TEACHERS

SPECIAL EDUCATION TEACHERS teach primary or secondary pupils with particular learning difficulties, intellectual, physical, social or emotional handicaps, exceptional intellectual gifts, or specific problems of language, and/or culture in special schools or classes.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma in education or a 3 year degree plus a post-graduate diploma in education. Some States/Authorities require registration with the appropriate authority.

TASKS include:

- evaluating pupils' abilities and limitations and planning a special programme of study accordingly
- administering various forms of assessment and interpreting the results
- teaching basic academic subjects, and practical and self-help skills
- devising instructional materials, methods and aids to assist in the training or rehabilitation process
- advising, instructing and counselling parents and/or teachers on availability and use of special techniques
- stimulating and developing interests, abilities, manual skills and co-ordination

OCCUPATIONS

2407-11 Resource Teacher
Remedial Teacher (a)
Educational Support Teacher (s)
Integration Teacher (s)

2407-13 Teacher of Disabled or Gifted Students
Teacher of the Hearing Impaired (s)
Teacher of the Intellectually Disabled (s)
Teacher of the Visually Impaired (s)

2407-99 Special Education Teachers nec
Aboriginal Education Teacher (s)
Teacher of English as a Second Language (s)
Teacher of Multi-cultural Studies (s)

MINOR GROUP 25 OTHER TEACHERS AND INSTRUCTORS

OTHER TEACHERS AND INSTRUCTORS educate students in tertiary and further educational institutions, or privately. They are specialists in the field of knowledge which they teach.

Occupations in this minor group have a level of skill commensurate with a 3-4 year degree or diploma.

Tasks performed by Other Teachers and Instructors typically include preparing and presenting theoretical and practical subject matter in lectures, tutorials, lessons and workshop sessions; monitoring and assessing the progress of individual students; advising students on courses, progress and academic matters; and participating in meetings and conferences.

Education Managers are excluded from this minor group as their tasks are primarily managerial and are broader in scope than supervising teachers. They can be found in Minor Group 13, Specialist Managers.

Occupations in this minor group are classified into the following unit groups:

- 2501 UNIVERSITY AND CAE TEACHERS**
- 2503 TAFE TEACHERS**
- 2505 EXTRA-SYSTEMIC TEACHERS AND INSTRUCTORS**

2501 UNIVERSITY AND CAE TEACHERS

UNIVERSITY AND CAE (COLLEGE OF ADVANCED EDUCATION) TEACHERS prepare and deliver lectures and teach tertiary students in one or more subjects within a prescribed course of study, and conduct tutorials and research in a particular field of study.

SKILL LEVEL

The entry requirement for this unit group is a 4-6 year degree plus post-graduate study.

TASKS include:

- preparing and delivering lectures, conducting tutorials, seminars, and laboratory sessions
- preparing and marking essays, assignments and examinations
- advising students on academic and related matters
- participating in course development and in meetings on departmental, budgetary, curriculum and policy matters
- attending conferences and seminars, and conducting research into a particular field of knowledge

OCCUPATIONS

- 2501-11 University or CAE Lecturer**
Professor (s)
Reader (s)
- 2501-13 University or CAE Tutor**
University or CAE Demonstrator (s)
University or CAE Teaching Fellow (s)

2503 TAFE TEACHERS

TAFE (TECHNICAL AND FURTHER EDUCATION) TEACHERS teach trade and post-trade, technical,

para-professional, commercial, basic vocational, preparatory and adult education courses.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree, diploma or trade certificate plus a 1-2 year teaching diploma. TAFE Teachers (Trades) also require 5 years experience as a Tradesperson. Some States/Territories require maintenance of trade registration.

TASKS include:

- assisting with the administration of TAFE teaching and co-ordination of a teaching timetable
- presenting lesson material, discussions, workshops and laboratory sessions
- preparing, administering and marking projects, assignments and examinations to assess students
- participating in staff meetings, educational and trade related conferences and course development
- advising students on courses and related matters

OCCUPATIONS

- 2503-01 Head of School (TAFE)**
Head of Department (TAFE) (s)
Head Teacher (TAFE) (s)
- 2503-11 TAFE Teacher (Trades)**
- 2503-13 TAFE Teacher (General Education)**

2505 EXTRA-SYSTEMIC TEACHERS AND INSTRUCTORS

EXTRA-SYSTEMIC TEACHERS AND INSTRUCTORS instruct and train students in subjects such as art, music, dance and drama, in establishments external to the education system.

GROUP DEFINITIONS

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma in the relevant subject area. Driving and Flying Instructors and Nurse Educators are required to be licensed and/or registered.

TASKS include:

- planning programme of study for individual students or groups
- preparing and presenting material on theory of subject area
- instructing and demonstrating practical aspects of subject area
- assessing students and offering advice, criticism and encouragement

OCCUPATIONS

2505-11 Art Teacher (Private)

2505-13 Music Teacher (Private)
Singing Teacher (Private) (s)

PROFESSIONALS

2505-15 Dance Teacher (Private)
Ballet Teacher (s)

2505-17 Drama Teacher (Private)
Elocution Teacher (s)

2505-19 Driving Instructor

2505-21 Flying Instructor
Gliding Instructor (s)

2505-23 Ground School Instructor

2505-25 Nurse Educator
Clinical Nurse Teacher (s)

2505-99 Extra-Systemic Teachers and Instructors
nec
Aerobics Instructor (s)
Dressmaking Teacher (Private) (s)
Fitness Instructor (s)
Handicrafts Teacher (Private) (s)
Physical Fitness Instructor (s)
Sports Instructor (s)

MINOR GROUP 26 SOCIAL PROFESSIONALS

SOCIAL PROFESSIONALS provide guidance to clients or members of their congregation in social, educational, vocational, legal and spiritual matters, to enable them to find and use resources to overcome difficulties and achieve particular goals.

Occupations in this minor group have a level of skill commensurate with a 3-4 year degree or diploma.

Tasks performed by Social Professionals typically include discussing, analysing and assessing legal, social or spiritual needs of individuals, groups or committees; advising individuals or groups of their rights and obligations and on possible courses of action; representing or supporting individuals or groups undergoing difficulties; performing ceremonies and preparing documents in connection with social, spiritual and legal matters or important personal events; maintaining records and writing reports.

Occupations in this minor group are classified into the following unit groups:

- 2601 SOCIAL WORKERS**
- 2603 COUNSELLORS**
- 2605 LAWYERS**
- 2607 MINISTERS OF RELIGION**

2601 SOCIAL WORKERS

SOCIAL WORKERS plan, assess, administer and implement programmes in accordance with social policy and individual needs. They may supervise or train students and staff.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or graduate diploma in Community, Welfare or Social Work.

TASKS include:

- assessing individual, family or community need for social welfare programs
- advising individuals or groups in need or referring them to the appropriate community service or self-help agency
- evaluating, improving and developing welfare services
- compiling case records or reports
- providing follow-up services for clients

OCCUPATIONS

- 2601-11 Social Planner and Administrator**
- 2601-13 Community Social Worker**
- 2601-15 Social Case Worker**

2603 COUNSELLORS

COUNSELLORS assess clients' needs and provide information and advice on educational, vocational, legal or social matters.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree in the Social Sciences or post-graduate diploma in Counselling.

TASKS include:

- collecting data relevant to clients' needs
- conducting counselling or therapeutic interviews
- analysing situations and presenting alternative approaches
- informing judges or legal practitioners of aspects of clients' cases relevant to Family Court proceedings
- liaising with voluntary, State, Federal and other welfare organisations

OCCUPATIONS

- 2603-11 Rehabilitation Counsellor**
Drug and Alcohol Counsellor (s)
- 2603-13 Marriage Counsellor**
Family Counsellor (a)
Relationship Counsellor (a)
Family Therapist (s)
- 2603-15 Family Court Counsellor**
- 2603-17 Careers Counsellor and Adviser**
Vocational Counsellor (a)
- 2603-99 Counsellors nec**
Educational Counsellor (s)
Housing Counsellor (s)
Student Counsellor (s)

2605 LAWYERS

LAWYERS advise clients on legal matters, draw up documents, draft legislation, and negotiate, prepare

GROUP DEFINITIONS

and conduct court cases on behalf of individuals, corporations or Government.

SKILL LEVEL

The entry requirement for this unit group is a 4-5 year degree or post-graduate degree. 1 year on-the-job training is usual.

TASKS include:

- preparing cases by investigating circumstances, researching relevant statutes and previous court decisions
- briefing other legal professionals
- representing clients in court
- advising on legal, constitutional or parliamentary matters
- drawing up wills, documents relating to court matters, sale and purchase of land, leases and mortgages
- liaising with other law firms and relevant organisations
- researching and preparing reports/proposals on law reform and administration

OCCUPATIONS

- 2605-11** Barrister
Queen's Counsel (s)
- 2605-13** Solicitor
- 2605-91** Articled Clerk
- 2605-99** Lawyers nec
Corporate Legal Officer (s)
Judge's Associate (s)
Parliamentary Counsel (s)

PROFESSIONALS

2607 MINISTERS OF RELIGION

MINISTERS OF RELIGION conduct services and provide spiritual guidance and motivation for a congregation, parish or community.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma or associate diploma in religious belief and practice.

TASKS include:

- preparing and conducting services of public worship and administering sacraments in accordance with the accepted ceremonial requirements of the respective denomination
- participating in the social and welfare activities of a community and encouraging social responsibility
- instructing in religious principles and practice
- advising individuals or groups in need or referring them to the appropriate welfare or self-help agency
- performing marriage, funeral and special memorial services
- maintaining records as required by civil or church law

OCCUPATIONS

- 2607-11** Minister of Religion
Aboriginal Ceremonial Celebrant (s)
Chaplain (s)
Clergyman/woman (s)
Deacon/Deaconess (s)
Priest (s)
Rabbi (s)
Religious Brother (s)
Religious Sister (s)
Salvation Army Officer (s)
Student Minister (s)

MINOR GROUP 27 BUSINESS PROFESSIONALS

BUSINESS PROFESSIONALS develop, implement and administer systems and programmes to provide accounting, publicity, staffing, staff development and training, and computing services, and conduct research to develop new techniques and applications in these areas.

Occupations in this minor group have a level of skill commensurate with a 3 year degree or diploma.

Tasks performed by Business Professionals typically include collecting, organising, analysing, presenting and interpreting financial, staff, computing and other business information; co-ordinating and undertaking research, and analysing results; developing methods to improve and promote business operations and effectiveness; preparing reports, manuals, statements and publicity material; designing or advising on computing systems; and writing computer software.

Occupations in this minor group are classified into the following unit groups:

- 2701 ACCOUNTANTS**
- 2703 PUBLIC RELATIONS OFFICERS**
- 2705 PERSONNEL SPECIALISTS**
- 2707 COMPUTING PROFESSIONALS**
- 2799 OTHER BUSINESS PROFESSIONALS**

2701 ACCOUNTANTS

ACCOUNTANTS plan and provide accounting and auditing systems and services, and advise individuals and enterprises on accounting matters. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a degree, diploma or business certificate. Special registration may be required under various State legislation for practice as a company auditor, liquidator, tax agent or to audit under certain acts.

TASKS include:

- collecting, analysing and interpreting information on financial standing, cost structures and trading effectiveness of organisations
- devising, reorganising or establishing budgetary cost control and other accounting systems, including computer based systems
- conducting audits and investigations
- preparing financial statements and reports for management, shareholders, statutory or other bodies

OCCUPATIONS

- 2701-11 Accountant**
Auditor (s)
Bursar (s)
Liquidator (s)
Tax Agent (s)
- 2701-91 Trainee Accountant**
Cadet Accountant (a)

2703 PUBLIC RELATIONS OFFICERS

PUBLIC RELATIONS OFFICERS plan, organise and conduct programmes of information dissemination to promote a favourable view of an organisation, product or services among the public.

SKILL LEVEL

The entry requirement for this unit group is a degree or diploma.

TASKS include:

- commissioning research into public opinion, analysing findings and planning publicity campaigns accordingly
- co-ordinating the work of other researchers and publicity writers, appraising and revising their work
- preparing news releases
- commissioning or obtaining photographs or other illustrative material
- organising exhibitions, seminars, entertainment, competitions and social functions to promote good-will and give favourable publicity
- arranging interviews and other dealings with publicity media on employers behalf and representing employer at business, social and other functions

OCCUPATIONS

- 2703-11 Public Relations Officer**
Information Officer (Public Relations) (a)
Publicity Officer (a)
Advertising Account Executive (s)
Marketing Officer (s)
Media Officer (s)
Press Officer (s)
Promotions Officer (s)

2705 PERSONNEL SPECIALISTS

PERSONNEL SPECIALISTS plan, develop, implement and evaluate staff development, training and recruitment programmes and organise staffing in commercial, industrial, government or other organisations.

SKILL LEVEL

The entry requirement for this unit group is a degree or diploma in social science, personnel or management studies.

TASKS include:

- assessing staffing needs
- devising general and specialised staff training programmes and performance appraisal procedures/programmes
- compiling training manuals, visual aids and materials
- advising management on development, placement and promotion of staff and on personnel procedures
- counselling staff on vocational matters, grievances and difficulties
- assisting in planning recreational services and safety programmes and in implementing equal opportunity, anti-discrimination and other such programmes

OCCUPATIONS

2705-11 Personnel Officer
Employment Officer (s)
Equal Employment Officer (s)
Recruitment Officer (s)

2705-13 Training Officer

2705-15 Staff Development Officer

RELATED OCCUPATIONS

1309-11 Personnel and Industrial Relations Manager
2603-17 Careers Counsellor and Adviser
3901-15 Welfare Officer
5905 Personnel Clerks

2707 COMPUTING PROFESSIONALS

COMPUTING PROFESSIONALS design and prepare software to meet specific requirements in all aspects of the computing environment, control and audit the operation of computing facilities within an organisation, and research theoretical aspects of computing.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma in computer science. However, EDP Auditors may enter with a 3-4 year degree in accounting, and Computer Systems Analysts with a 3-4 year degree in electronic engineering. Database Administrators require an additional 5 years experience in an area related to database management.

TASKS include:

- writing, testing and maintaining operations or end-use software
- analysing systems to determine whether all specific requirements within an organisation are met
- developing and improving data processing procedures
- designing and modifying operating environment software to link with other software or with hardware
- maintaining data dictionary and data management system of database to ensure integrity and security of data
- conducting research into computers and computer based systems
- developing techniques for the application of computing theory
- analysing computer operations and usage to assess completeness, accuracy, validity and efficiency of system

OCCUPATIONS

2707-11 Applications Programmer

2707-13 Systems Programmer
Software Programmer (a)
Communications Programmer (s)
Database Programmer (s)

2707-15 Analyst Programmer

2707-17 Computer Systems Analyst
Computer Analyst (a)
EDP Analyst (a)
Communications Analyst (s)
Database Analyst (s)
Telecommunications Analyst (s)

2707-19 Software Engineer
Computer Systems Engineer (Software) (a)
Computer Systems Designer (Software) (s)

2707-21 Database Administrator

2707-23 Computer Scientist

2707-25 EDP Auditor
Computer Auditor (a)
EDP Security Analyst (s)

RELATED OCCUPATIONS

2211-13 Electronics Engineer
2799-15 Organisation and Methods Analyst
3201-15 Electronics Engineering Associate
3201-17 Electronics Engineering Technician

2799 OTHER BUSINESS PROFESSIONALS

This unit group covers occupations not elsewhere classified in Minor Group 27, Business Professionals.

SKILL LEVEL

The entry requirement for this unit group is a degree or diploma in the appropriate discipline.

OCCUPATIONS

2799-11 Medical Record Administrator
Medical Record Librarian (a)
Health Data Administrator (s)

PROFESSIONALS

GROUP DEFINITIONS

- 2799-13 Industrial Relations Officer**
Industrial Officer (a)
Trade Union Official (s)
Trade Union Organiser (s)
- 2799-15 Organisation and Methods Analyst**
Procedures Analyst (a)
Work Study Officer (s)
- 2799-99 Business Professionals nec**
Management Consultant (s)

MINOR GROUP 28 ARTISTS AND RELATED PROFESSIONALS

ARTISTS AND RELATED PROFESSIONALS communicate ideas, facts and impressions by deliberately manipulating aesthetic variables in a wide range of media to achieve particular effects, evaluate and edit or amend the result, interpret the physical representation of a composition such as a musical score or a script in order to perform it or direct its performance, and host the presentation of such performances and other events.

Occupations in this minor group have a level of skill commensurate with a 3 year degree or diploma.

Tasks performed by Artists and Related Professionals typically include collecting and analysing information and conceiving and developing ideas; selecting media materials and methods for the presentation of ideas; writing, reviewing and editing journalistic copy, literary work, musical compositions or film, television and radio scripts; presenting information and producing, directing, performing and recording various kinds of entertainment; editing sound and/or visual recordings of performances; expressing ideas visually by painting, drawing, sculpting, photography or lighting.

Craftworkers are excluded from this minor group because of their emphasis on the function of their product and the technical aspects of its production. They can be found in Unit Group 4925, Craftworkers.

Occupations in this minor group are classified into the following unit groups:

- 2801 PAINTERS, SCULPTORS AND RELATED PROFESSIONALS**
- 2803 PHOTOGRAPHERS**
- 2805 DESIGNERS AND ILLUSTRATORS**
- 2807 JOURNALISTS**
- 2809 AUTHORS AND RELATED PROFESSIONALS**
- 2811 FILM, TELEVISION AND STAGE DIRECTORS**
- 2813 DANCERS AND CHOREOGRAPHERS**
- 2815 MUSICIANS, COMPOSERS AND RELATED PROFESSIONALS**
- 2817 ACTORS AND RELATED PROFESSIONALS**
- 2819 ANNOUNCERS**

2801 PAINTERS, SCULPTORS AND RELATED PROFESSIONALS

PAINTERS, SCULPTORS AND RELATED PROFESSIONALS create visual forms using painting, drawing, printing, electronic or other media, and three dimensional forms by carving, modelling or constructing in order to communicate an impression or idea.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma.

TASKS include:

- conceiving and developing ideas for artistic presentation, and selecting and arranging subject
- selecting artistic medium, method and materials, and preparing materials
- painting and drawing or sculpting stone, wood, clay, wax or other material into desired shape, using techniques to harmonise relationships of line, colour, design and mass into a unified artistic arrangement

OCCUPATIONS

- 2801-11 Painter (Artistic)**
Artist (Painting) (a)
Cartoonist (s)
- 2801-13 Sculptor**
- 2801-99 Painters, Sculptors and Related Professionals nec**
Environmental Artist (s)
Etcher (Artistic) (s)
Laser Artist (s)
Printmaker (s)
Scene Painter (Performing Arts) (s)

2803 PHOTOGRAPHERS

PHOTOGRAPHERS operate still cameras to take photographs of persons, places, merchandise and other subjects.

PROFESSIONALS

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma or a 2 year basic vocational or para-professional certificate.

TASKS include:

- selecting type of camera, film, artificial lighting or flash
- setting up, or directing assistant to set up, equipment at assigned location
- measuring light levels and determining exposure
- adjusting camera angle, aperture setting and subject to achieve desired composition
- rearranging lighting and filters to bring out highlights and colours

OCCUPATIONS

2803-11 Photographer

2805 DESIGNERS AND ILLUSTRATORS

DESIGNERS AND ILLUSTRATORS create designs for new types and styles of clothing and accessories, new commercial and industrial products, and building interiors, or do artwork and illustrations for presentation by a wide variety of media.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma. For fashion designers a 2-3 year para-professional certificate is required.

TASKS include:

- determining the objectives of the design by consulting with client, undertaking research, analysing functional requirements or studying layouts
- formulating design concept for garment or fashion accessory, copy layout, commercial or industrial product, building interior or illustration
- preparing illustrations or sketches to communicate design concept
- discussing design with management, sales and manufacturing staff, and clients
- supervising the production of sample garment or accessory, instructing other workers making models or patterns of products, or instructing finishing or layout artists assembling artwork for printing
- selecting or recommending decorative and functional materials for building interior

OCCUPATIONS

2805-11 Fashion Designer
Costume Designer (s)

2805-13 Graphic Designer
Commercial Artist (a)
Animator (s)
Calligrapher (s)
Display Artist (s)
Exhibition Designer (s)
Package Designer (s)
Publication Designer (s)
Set Designer (s)

2805-15 Industrial Designer
Product Designer (a)
Furniture Designer (s)
Textile Designer (s)

GROUP DEFINITIONS

2805-17 Interior Designer

2805-19 Illustrator

RELATED OCCUPATIONS

3999-17 Layout Artist
3999-21 Interior Decorator

2807 JOURNALISTS

JOURNALISTS write and edit news reports, commentaries and feature stories for presentation by print or electronic media or compose written material to advertise products or services. They may receive training in occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or cadetship, or a 1 year graduate cadetship. A 2 year associate diploma is required for Copy-writers.

TASKS include:

- collecting and analysing facts about newsworthy events from interviews, printed matter, investigations and observations
- determining advertising approach by consulting client and management, and studying product
- writing news reports, commentaries on topics of public interest, feature stories and newspaper headlines
- writing headline and text of advertisements
- reviewing copy for publication to ensure conformity with accepted rules of grammar, style and format, coherence of story, and accuracy and legality of content
- instructing printer on type to use for headlines and text and selecting photographs and drawings to illustrate copy

OCCUPATIONS

2807-01 Associate Editor
Assistant Editor (a)
News Editor (s)

2807-11 Sub-editor

2807-13 Reporter
News Correspondent (s)
Radio Journalist (s)
Roundsman/woman (News) (s)

2807-15 Copy-writer
Continuity Writer (s)

2807-91 Cadet Journalist

2807-99 Journalists nec
Columnist (s)
Critic (s)
Editorial Assistant (s)
Editorial Writer (s)
Freelance Journalist (s)
Leader Writer (s)

2809 AUTHORS AND RELATED PROFESSIONALS

AUTHORS AND RELATED PROFESSIONALS write, edit and evaluate literary works for publication and scripts for stage, film, radio and television productions.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or 2 year associate diploma.

TASKS include:

- selecting essay, play, novel, poem or film, radio or television script
- writing manuscript of literary composition or script
- reviewing and evaluating manuscripts of books submitted by authors or literary agents of scripts, stories and other material for radio, television, stage or motion picture production
- editing, or supervising editing of, material for coherence of style and grammar, and overseeing preparation of manuscript for publication

OCCUPATIONS

2809-11 Author
 Librettist (s)
 Novelist (s)
 Playwright (s)
 Poet (s)
 Screenwriter (s)
 Script Writer (s)

2809-13 Book Editor

2809-15 Script Editor

2811 FILM, TELEVISION AND STAGE DIRECTORS

FILM, TELEVISION AND STAGE DIRECTORS direct the overall production, or specific aspects of production, of motion pictures, radio or television programmes and stage shows.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or a 2 year associate diploma. On-the-job training of at least 6 months is usual.

TASKS include:

- studying script to determine artistic interpretation
- planning and arranging set designs, sound effects and lighting
- selecting costumes for motion picture, stage or television production
- selecting cast and allocating roles by viewing performances, conducting screen tests and auditions, and searching through talent files
- planning, directing and co-ordinating the filming of a motion picture or television programme, or the taping and broadcasting of a radio production
- editing film or video tape to produce desired effect and adding sound track music and other audio effects
- co-ordinating activities of studio or stage crew, performers and technicians during rehearsals and productions of programmes

OCCUPATIONS

2811-11 Art Director (Television, Film or Stage)

2811-13 Casting Director
 Casting Officer (a)

2811-15 Director (Film or Stage)

2811-17 Director of Photography
 Cinematographer (a)

2811-19 Film Editor

2811-21 Stage Manager
 Floor Manager (Television) (s)

2811-23 Director (Radio or Television)

2811-25 Technical Producer
 Technical Director (a)

2813 DANCERS AND CHOREOGRAPHERS

DANCERS AND CHOREOGRAPHERS create and perform dances and instruct dancers in the interpretation and performance of dances.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma or a 2 year associate diploma.

TASKS include:

- studying musical score, story or theme and consulting with production staff to determine interpretation
- creating dances to harmonise with music and subject, illustrate story, interpret emotion or complement musical show
- instructing dancers in performance of movements of dance
- performing classical, modern or acrobatic dances for audience
- practising regular dance exercises to maintain required physical condition of body and limbs and control of movements
- rehearsing dances under direction and instruction or developing own interpretation

OCCUPATIONS

2813-11 Choreographer

2813-13 Dancer
 Ballet Dancer (s)
 Striptease Artist (s)
 Tap Dancer (s)

RELATED OCCUPATIONS

2505-15 Dance Teacher (Private)

2815 MUSICIANS, COMPOSERS AND RELATED PROFESSIONALS

MUSICIANS, COMPOSERS AND RELATED PROFESSIONALS write, arrange, orchestrate, perform and conduct musical compositions.

PROFESSIONALS

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma. 2-5 years previous experience in a related music field is also usual for Music Directors.

TASKS include:

- creating and writing musical compositions
- arranging musical compositions by selecting combinations of instruments and voices and by modifying harmonic structures, rhythms, tempos and music dynamics
- transcribing parts from musical score for each instrument or voice within a musical group or transposing music from one instrument or voice to another
- playing musical instruments in recital, as accompaniment, or as a member of an orchestra, band or other musical group
- singing classical, church or popular music as a soloist, or member of vocal ensemble, opera cast or musical group
- selecting music, assigning parts to individual musicians and singers, and directing musical performance

OCCUPATIONS

- 2815-11 Music Director**
Band Leader (s)
Choral Director (s)
Orchestra Conductor (s)
- 2815-13 Concert and Opera Singer**
- 2815-15 Popular Singer**
Vocalist (a)
- 2815-17 Instrumental Musician**
Instrumentalist (a)
Accompanist (s)
- 2815-19 Composer**
Songwriter (s)
- 2815-99 Musicians, Composers and Related Professionals nec**
Chorister (s)
Chorus Singer (s)
Music Arranger (s)
Music Copyist (s)
Orchestrator (s)

2817 ACTORS AND RELATED PROFESSIONALS

ACTORS AND RELATED PROFESSIONALS play roles in dramatic productions, and perform humorous routines and variety acts, on stage, film, radio, television or elsewhere to entertain audiences.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or diploma or, for Actors only, a 2 year associate diploma.

GROUP DEFINITIONS

TASKS include:

- studying play or production to gain understanding of part and characterisation
- learning lines and cues and rehearsing part
- acting part in medium of presentation, interpreting role by speech and gesture
- telling jokes or humorous stories, singing humorous songs, performing comedy dances and acts to amuse audience
- performing a variety of acts, dances, songs, impersonations, mimes, ventriloquism, acrobatics, juggling or magical tricks to entertain audiences
- compering performances for the purpose of entertainment

OCCUPATIONS

- 2817-11 Actor**
- 2817-13 Variety Artist**
Circus Artist (s)
Clown (s)
Comedian (s)
Acrobat (s)
Hypnotist (s)
Impersonator (s)
Juggler (s)
Magician (s)
Ventriloquist (s)
- 2817-99 Actors and Related Professionals nec**
Mime (s)
Puppeteer (s)
Stuntman/woman (s)

2819 ANNOUNCERS

ANNOUNCERS broadcast news, sports and other information on radio, television or public address systems, and introduce and host special events.

SKILL LEVEL

The entry requirement for this unit group is a basic vocational course.

TASKS include:

- announcing programmes and music
- introducing entertainment items, entertainers, speakers and celebrities
- reading prepared news bulletins and special announcements
- describing and commenting on sports, processions and other events
- presenting opinions on sports, politics, social or economic matters

OCCUPATIONS

- 2819-11 Announcer**
Commentator (a)
Compere (s)
Disc Jockey (s)

MINOR GROUP 29 MISCELLANEOUS PROFESSIONALS

This residual minor group covers all occupations in Major Group 2, Professionals, which are not included in Minor Groups 21-28 above.

Occupations in this minor group are classified into the following unit groups:

- 2901 ECONOMISTS**
- 2903 PSYCHOLOGISTS**
- 2905 EDUCATION RESEARCHERS AND RELATED PROFESSIONALS**
- 2907 OTHER SOCIAL SCIENTISTS**
- 2909 MATHEMATICIANS, STATISTICIANS AND ACTUARIES**
- 2911 LIBRARIANS**
- 2999 OTHER PROFESSIONALS**

2901 ECONOMISTS

ECONOMISTS study and report on a wide range of theoretical or applied subjects relating to the economy at large or to particular industries.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree or higher degree.

TASKS include:

- analysing interrelationships between economic variables
- selecting established economic techniques or developing new ones for analysis
- preparing reports and studies
- identifying the need for policy responses

OCCUPATIONS

- 2901-11 Economist**
 Agricultural Economist (s)
 Econometrician (s)
 International Trade Economist (s)
 Labour Economist (s)
 Macro-economist (s)
 Transport Economist (s)

2903 PSYCHOLOGISTS

PSYCHOLOGISTS devise and use psychological principles and techniques to investigate and assess cognitive, behavioural or emotional disorders or difficulties and provide treatment or counselling to foster optimal personal, social, educational or occupational adjustment and development.

SKILL LEVEL

The entry requirement for this unit group is a 4-6 year degree or higher degree.

TASKS include:

- constructing achievement, diagnostic and predictive tests

- administering tests and assessing data to identify the source of problems and appropriate treatment
- conducting counselling or therapeutic interviews
- researching study motivation, teaching skills, occupational behaviour, working conditions and organisational structures
- providing follow-up services to groups and individuals for support and evaluation purposes
- evaluating the results of programmes on personal and organisational effectiveness with reference to statistical data

OCCUPATIONS

- 2903-11 Clinical Psychologist**
 Neuropsychologist (s)
- 2903-13 Educational Psychologist**
 Educational Guidance Officer (a)
 School Psychologist (s)
- 2903-15 Occupational Psychologist**
 Industrial Psychologist (a)
 Organisational Psychologist (a)
 Military Psychologist (s)
 Sports Psychologist (s)

2905 EDUCATION RESEARCHERS AND RELATED PROFESSIONALS

EDUCATION RESEARCHERS AND RELATED PROFESSIONALS conduct educational research and develop course curricula and associated materials for educational institutions or, in a consultant or specialist capacity, advise school teachers and administrative officials on a particular area of education.

SKILL LEVEL

The entry requirement for this unit group is a 3-5 year degree or diploma or a post-graduate diploma.

TASKS include:

- researching educational systems and evaluating new developments
- conferring with teachers and education officials to co-ordinate programmes

PROFESSIONALS

- identifying needs and planning, developing or modifying programmes within the education system
- developing operational or training programmes
- reviewing schools and assessing teachers
- assisting and advising teachers
- documenting subjects and courses developed
- preparing reports and information papers

OCCUPATIONS

2905-11 Curriculum Development Officer
Curriculum Advisory Teacher (s)

2905-13 Education Officer
Early Child Care Adviser (s)
Home-School Liaison Officer (s)
Pre-School Adviser (s)
School Inspector (s)
School Superintendent (s)

2907 OTHER SOCIAL SCIENTISTS

OTHER SOCIAL SCIENTISTS study human behaviour and institutions from current or historical perspectives with a view to understanding the development, structure, patterns and interrelationships within societies and/or preserving items of historical interest or advising on policy or planning matters in relation to particular social institutions or the physical environment.

SKILL LEVEL

The entry requirement for this unit group is a 4-6 year degree and/or higher degree.

TASKS include:

- compiling and analysing data on economic, legal, political, cultural, demographic, physical and environmental factors affecting land use
- observing, collecting and measuring data related to area of geographical specialisation
- compiling historical data through research into primary and secondary sources, consultation and interview
- drafting and presenting graphic and narrative plans, programmes and designs affecting land use, public utilities, community facilities, housing and transportation
- advising governments and organisations on urban and regional planning and resource planning
- organising, authenticating, evaluating and interpreting historical, political, sociological, anthropological and linguistic data
- presenting findings in written form

OCCUPATIONS

2907-11 Urban and Regional Planner
Town Planner (s)
Traffic and Transport Planner (s)

2907-13 Geographer
Biogeographer (s)
Economic Geographer (s)
Physical Geographer (s)

2907-15 Historian
Economic Historian (s)

2907-99 Social Scientists nec
Anthropologist (s)

GROUP DEFINITIONS

Archaeologist (s)
Criminologist (s)
Linguist (s)
Market Research Analyst (s)
Political Scientist (s)
Prehistorian (s)
Sociologist (s)

2909 MATHEMATICIANS, STATISTICIANS AND ACTUARIES

MATHEMATICIANS, STATISTICIANS AND ACTUARIES apply mathematical and statistical principles and techniques to a range of tasks including designing statistical collections, studying financial policy and investment, conducting scientific research and solving engineering, management and other problems.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree.

TASKS include:

- assessing risks and analysing investments in a variety of financial areas
- advising management on corporate investment policy
- selecting, designing or developing methods of obtaining statistical data
- planning and organising surveys and designing questionnaires
- advising on data collection and determining reliability of findings
- analysing and interpreting data
- developing mathematical theory and models to simulate processes in the physical, biological and social sciences or to solve management problems
- developing and performing computations and applying methods of numerical analysis

OCCUPATIONS

2909-11 Mathematician
Operations Research Analyst (s)

2909-13 Statistician
Biometrician (s)
Demographer (s)
Mathematical Statistician (s)

2909-15 Actuary

2911 LIBRARIANS

LIBRARIANS develop, organise and maintain a collection of written and recorded material and provide an information service for users based on the collection itself and on library and information networks.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree plus graduate diploma or equivalent.

TASKS include:

- reviewing, evaluating and modifying services in response to community and user needs

GROUP DEFINITIONS

- selecting and recommending for acquisition, books, periodicals, audio-visual and other recorded material
- organising, classifying and cataloguing library material
- administering the inter-library loan systems and information networks

OCCUPATIONS

2911-11 Librarian
Bibliographer (s)
Cataloguer (s)

2999 OTHER PROFESSIONALS

This unit group covers occupations not elsewhere classified in Minor Group 29, Miscellaneous Professionals.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year degree.

PROFESSIONALS

OCCUPATIONS

2999-11 Conservator

2999-13 Archivist

2999-15 Research Workers nec

2999-17 Recreation Officer
Recreation Adviser (a)
Activities Officer (s)

2999-19 Interpreter

2999-21 Translator

2999-23 Intelligence Officer

2999-99 Professionals nec
Clerk of High Court (s)
Court Registrar (s)
Ergonomist (s)
Executive Assistant (s)
Industrial Registrar (s)
Master of the Court (s)
Military Personnel Selection Assessor (s)
Occupational Hygienist (s)
Oenologist (s)
Patent Examiner (s)
Prothonotary (s)

MAJOR GROUP 3

PARA-PROFESSIONALS

PARA-PROFESSIONALS perform complex technical tasks requiring the understanding of a body of theoretical knowledge and significant practical skills.

Occupations in this major group have a level of skill commensurate with a 2-3 year para-professional certificate or associate diploma. Most Para-professionals receive some on-the-job training in addition to formal education.

Tasks performed by Para-professionals typically include conducting laboratory tests; operating and maintaining complex equipment; operating and supporting the operation of aircraft and ships; providing skilled nursing care; enforcing the law; and inspecting establishments and sites to ensure conformity to government and industry standards. These tasks are often performed in support of Professionals.

Occupations in this major group are classified into the following minor groups:

- 31 MEDICAL AND SCIENCE TECHNICAL OFFICERS AND TECHNICIANS**
- 32 ENGINEERING AND BUILDING ASSOCIATES AND TECHNICIANS**
- 33 AIR AND SEA TRANSPORT TECHNICAL WORKERS**
- 34 REGISTERED NURSES**
- 35 POLICE**
- 39 MISCELLANEOUS PARA-PROFESSIONALS**

MINOR GROUP 31 MEDICAL AND SCIENCE TECHNICAL OFFICERS AND TECHNICIANS

MEDICAL AND SCIENCE TECHNICAL OFFICERS AND TECHNICIANS perform laboratory tests and other technical support functions to assist professionals engaged in the diagnosis and treatment of disease, and in research, design and production in all areas of the natural sciences.

Occupations in this minor group have a level of skill commensurate with a 2 year associate diploma. Most Medical and Science Technical Officers and Technicians receive on-the-job training in addition to their formal education.

Tasks performed by Medical and Science Technical Officers and Technicians typically include performing diagnostic and scientific tests, experiments and computations and collating and analysing the results; developing, operating and maintaining instruments and equipment used in clinical diagnosis and experimental research; collecting and testing samples of bodily fluids; and preparing, examining, identifying and classifying microscopic samples.

Occupations in this minor group are classified into the following unit groups:

3101 MEDICAL TECHNICAL OFFICERS AND TECHNICIANS 3103 SCIENCE TECHNICAL OFFICERS AND TECHNICIANS

3101 MEDICAL TECHNICAL OFFICERS AND TECHNICIANS

MEDICAL TECHNICAL OFFICERS AND TECHNICIANS perform routine laboratory tests and procedures ranging in complexity, in support of medical professionals engaged in diagnosis and treatment of disease, and assist dentists in the examining and treating of teeth, mainly among pre-school and primary school children. Technical officers may supervise technicians and other laboratory workers.

SKILL LEVEL

The entry requirement for this unit group is a 2 year associate diploma, TAFE certificate or technician's certificate. 1-2 years on-the-job training is usual.

TASKS include:

- collecting blood samples, making blood counts, testing to determine bleeding, coagulation time, blood types and characteristics
- preparing and staining slides for microscopic examination
- performing urine analyses and standard body fluid tests
- performing more complex blood, urine, electrocardiograph and basal metabolism tests
- performing oral examinations
- preparing cavities of teeth for restoration with amalgam cement or plastic materials, performing forceps extractions
- operating equipment used in diagnosing disorders of hearing, heart, kidneys, nervous system or in anaesthesia

OCCUPATIONS

- 3101-11 Medical Laboratory Technical Officer
- 3101-13 Medical Laboratory Technician
Clinical Biochemistry Technician (s)
Clinical Microbiology Technician (s)
Cytopathology Technician (s)

Haematology Technician (s)
Histopathology Technician (s)

- 3101-15 Dental Therapist
Oral Therapist (a)
Dental Hygienist (s)

- 3101-99 Medical Technical Officers and Technicians nec
Anaesthetic Technician (s)
Audiometrist (s)
Cardiac Technician (s)
Dialysis Technician (s)
Electrocardiographic Technician (s)
Electroencephalographic Technician (s)
Neurophysiological Technician (s)
Renal Technician (s)

RELATED OCCUPATIONS

- 2109-11 Medical Laboratory Scientist
2305-11 Dentist

3103 SCIENCE TECHNICAL OFFICERS AND TECHNICIANS

SCIENCE TECHNICAL OFFICERS AND TECHNICIANS perform technical support functions ranging in complexity to assist with research, design, development, production, quality and process control in chemistry, earth sciences, physical sciences, textile production, life sciences and agriculture.

SKILL LEVEL

The entry requirement for this unit group is a technicians' certificate, 2 year associate diploma or TAFE certificate. 3 months on-the-job training is usual and 1-2 years as a technician or trainee prior to becoming an associate.

TASKS include:

- collating information from geological surveys, seismic surveys and meteorological observations

GROUP DEFINITIONS

- developing, maintaining and repairing instruments and equipment for use in experimental research
- isolating, identifying, collecting and classifying living organisms, studying their reaction to light, temperature, nutrition and chemical agents
- taking blood samples
- inoculating animals and plants
- cross-pollinating plants, analysing soils, surveying and measuring trees
- analysing fabrics, selecting and developing dyestuffs, preparing specifications and overseeing production in textile plants
- identifying pathogenic micro-organisms and insects, parasites, fungi and weeds deleterious to crops and livestock and devising methods of control
- inspecting livestock, analysing produce, and recommending means for improving quality
- administering medication to livestock and assisting with experimental feeding programmes
- studying chemical and physical problems and developing solutions, controlling experimental procedures, testing samples and monitoring usage for quality and quantity control of laboratory supplies
- performing tests, experiments and analyses, preparing, plotting and graphing data, performing routine mathematical calculations, and computations of measurements

OCCUPATIONS

- 3103-11 Chemistry Technical Officer**
Chemical Instrumentation Technical Officer (s)
Chemical Process Analyst (s)
Chemical Research Technical Officer (s)
- 3103-13 Chemistry Technician**
- 3103-15 Earth Science Technical Officer**
Geology Technical Officer (s)
Geophysical Technical Officer (s)
Meteorological Technical Officer (s)
Soils Science Technical Officer (s)
- 3103-17 Earth Science Technician**
Geochemical Technician (s)
Geology Technician (s)
Geophysics Technician (s)
Gravity Prospecting Observer (s)
Hydrographer (s)
Hydrological Technician (s)
Lapidary Technician (s)

PARA-PROFESSIONALS

- Meteorological Observer (s)
Mineral Separation Technician (s)
Palaeontology Technician (s)
Seismic Prospecting Observer (s)
Soil Science Technician (s)
Well-Logging Technician (s)
- 3103-19 Physics Technical Officer**
Optics Technical Officer (s)
Spectroscopic Technical Officer (s)
- 3103-21 Physics Technician**
Vacuum Technician (s)
- 3103-23 Textiles Technical Officer**
Dyeing and Finishing Technical Officer (s)
Fabric Design Technical Officer (s)
- 3103-25 Life Science Technical Officer**
Biology Technical Officer (s)
Botany Technical Officer (s)
Ecological Technical Officer (s)
Fisheries Technical Officer (s)
Forestry Technical Officer (s)
Microbiology Technical Officer (s)
Zoology Technical Officer (s)
- 3103-27 Life Science Technician**
Animal Technician (s)
Botanical Technical Assistant (s)
Botanical Technician (s)
Forest Assessor (s)
Forestry Technician (s)
Horticultural Technician (s)
Hydroponics Technician (s)
Mycological Technician (s)
Plant Pathology Technician (s)
Tree Marker (s)
- 3103-29 Agricultural Technical Officer**
Cereals Technical Officer (s)
Horticultural Technical Officer (s)
- 3103-31 Agricultural Technician**
Artificial Insemination Technician (s)
Dairy Technician (s)
Field Crop Technician (s)
Poultry Technician (s)

RELATED OCCUPATIONS

- 2101-11 Chemist
2103-11 Geologist
2107-27 Agricultural Extension Officer
2199-15 Meteorologist
2207-11 Chemical Engineer

MINOR GROUP 32 ENGINEERING AND BUILDING ASSOCIATES AND TECHNICIANS

ENGINEERING AND BUILDING ASSOCIATES AND TECHNICIANS perform technical support functions to assist engineers and building professionals in research, design, construction operations, maintenance of equipment and installations, resource estimation and site inspection.

Occupations in this minor group have a level of skill commensurate with a 2 year associate diploma and 2 months on-the-job training.

Tasks performed by Engineering and Building Associates and Technicians typically include preparing, interpreting, inspecting and revising drawings, plans, diagrams, designs, maps and charts; performing complex computations and field and laboratory tests, and recording the results; installing, testing, repairing and modifying electrical and mechanical equipment; and estimating materials costs and quantities.

This minor group includes Tool Designers because they are primarily involved in the design rather than fabrication of tools.

Occupations in this minor group are classified into the following unit groups:

- 3201 ELECTRICAL AND ELECTRONIC ENGINEERING ASSOCIATES AND TECHNICIANS**
- 3203 CIVIL ENGINEERING ASSOCIATES AND TECHNICIANS**
- 3205 MECHANICAL ENGINEERING ASSOCIATES AND TECHNICIANS**
- 3207 BUILDING, ARCHITECTURAL AND SURVEYING ASSOCIATES AND TECHNICIANS**
- 3299 OTHER ENGINEERING AND BUILDING ASSOCIATES AND TECHNICIANS**

3201 ELECTRICAL AND ELECTRONIC ENGINEERING ASSOCIATES AND TECHNICIANS

ELECTRICAL AND ELECTRONIC ENGINEERING ASSOCIATES AND TECHNICIANS perform technical support functions ranging in complexity to assist engineers in research, design, manufacture, assembly, construction, operation and maintenance of electrical and electronic equipment, facilities and distribution systems. Associates may supervise technicians in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a technician's or post-trade certificate, 2 year associate diploma or TAFE certificate. 2 months on-the-job training is usual.

TASKS include:

- preparing drawings, plans and diagrams
- developing, constructing and testing prototype electronic devices
- assisting in design and layout of electrical installations and circuitry
- performing tests, graphing results, preparing charts and tabulations
- estimating materials costs and quantities
- evaluating performance of equipment; assisting engineers in commissioning non-standard equipment
- inspecting designs and finished products for compliance with specifications and regulations

- installing, testing and repairing equipment

OCCUPATIONS

- 3201-11 Electrical Engineering Associate**
Electrical Engineering Design Draftsperson (s)
Electrical Engineering Drafting Officer (s)
Electrical Engineering Technical Officer (s)
Relays Drafting Officer (s)
Substation Design Draftsperson (s)
- 3201-13 Electrical Engineering Technician**
Electrical Engineering Detail Draftsperson (s)
Electrical Engineering Drafting Assistant (s)
Electrical Instrument Technician (s)
- 3201-15 Electronics Engineering Associate**
Aircraft Electronics Technical Officer (s)
Communications and Data Systems Drafting Officer (s)
Communications Engineering Technical Officer (s)
Control Systems Drafting Officer (s)
Digital Controls Technical Officer (s)
Electronics Engineering Design Draftsperson (s)
Electronics Engineering Drafting Officer (s)
Electronics Engineering Technical Officer (s)
Flight Surveyor (s)
Process Control Technical Officer (s)
Radio Maintenance Officer (s)
Telecommunications Technical Officer (s)
- 3201-17 Electronics Engineering Technician**
Aerial Survey Technician (s)

GROUP DEFINITIONS

Communications Electronic Systems Technician (Air Force) (s)
Communications Engineering Technician (s)
Electronics Detail Drafting Assistant (s)
Electronics Detail Draftsperson (s)
Printed Circuit Board Designer (s)
Process Control Technician (s)
Telemetry Technician (s)

RELATED OCCUPATIONS

2211 Electrical and Electronics Engineers

3203 CIVIL ENGINEERING ASSOCIATES AND TECHNICIANS

CIVIL ENGINEERING ASSOCIATES AND TECHNICIANS perform technical support functions ranging in complexity to assist Civil Engineers in research, design, construction, operations and maintenance. Associates may supervise technicians in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a technician's or post-trade certificate, 2 year associate diploma or TAFE certificate. 2 months on-the-job training is usual.

TASKS include:

- performing and/or directing field and laboratory tests of soils and construction materials
- collecting and analysing data, performing complex computations
- preparing sketches, charts, tabulations, plans and designs for drainage, water supply, sewage reticulation systems, roads, airports, dams and bridges
- estimating materials costs, organising maintenance and repairs
- inspecting civil engineering works

OCCUPATIONS

3203-11 Civil Engineering Associate
Civil Engineering Design Draftsperson (s)
Civil Engineering Drafting Officer (s)
Civil Engineering Technical Officer (s)
Road Design Draftsperson (s)
Sewage Reticulation Drafting Officer (s)
Structural Design Draftsperson (s)
Structural Engineering Drafting Officer (s)

3203-13 Civil Engineering Technician
Civil Engineering Detail Draftsperson (s)
Civil Engineering Drafting Assistant (s)

RELATED OCCUPATIONS

2209-11 Civil Engineer

3205 MECHANICAL ENGINEERING ASSOCIATES AND TECHNICIANS

MECHANICAL ENGINEERING ASSOCIATES AND TECHNICIANS perform technical support functions ranging in complexity to assist in mechanical engineering research and in the design, manufacture, construction, operation and maintenance of machines, manufacturing equipment, mechanical installations

PARA-PROFESSIONALS

and facilities. Associates may supervise technicians in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a technician's or post-trade certificate, 2 year associate diploma or TAFE certificate. 2 months on-the-job training is usual.

TASKS include:

- installing new or modified mechanical assemblies, components, hydraulic power systems, machine tools and controls
- studying materials handling methods and recommending changes for cost reduction
- estimating materials costs, quantities and machinery requirements
- assisting mechanical engineers in mechanical equipment, tool and plant design
- performing and/or directing field or laboratory tests
- collecting and analysing data, performing complex computations
- inspecting and maintaining machinery and plant

OCCUPATIONS

3205-11 Mechanical Engineering Associate
Air-Conditioning Drafting Officer (s)
Heating and Ventilating Technical Officer (s)
Mechanical Engineering Design Draftsperson (s)
Mechanical Engineering Drafting Officer (s)
Mechanical Engineering Technical Officer (s)
Tool Design Draftsperson (s)
Tool Designer (s)

3205-13 Mechanical Engineering Technician
Boiler Testing Technician (s)
Hydraulic Controls Technician (s)
Mechanical Detail Draftsperson (s)
Mechanical Engineering Drafting Assistant (s)
Pipe Testing Technician (s)
Tool Design Detail Draftsperson (s)

RELATED OCCUPATIONS

2213-11 Mechanical Engineer

3207 BUILDING, ARCHITECTURAL AND SURVEYING ASSOCIATES AND TECHNICIANS

BUILDING, ARCHITECTURAL AND SURVEYING ASSOCIATES AND TECHNICIANS perform technical support functions to assist builders, architects and surveyors in time, cost and resource estimation, data evaluation, design mapping construction, site supervision and inspection.

SKILL LEVEL

The entry requirement for this unit group is a 2-3 year associate diploma or TAFE certificate. State governments may require Building Technicians to be licensed.

TASKS include:

- interpreting building plans, regulations and codes of practice

PARA-PROFESSIONALS

- calculating costs and estimating time scales
- preparing tenders, support contract bids and variations
- co-ordinating works programme for various trades
- inspecting work and materials for compliance with specifications, regulations and standards
- analysing architect's design, preparing preliminary sketches and working drawings, showing plans, elevations, sections, materials, plumbing, drainage carparking and landscaping layout
- collecting data using surveying instruments and photogrammetric equipment
- performing routine computations and plotting preliminary data
- preparing, editing and revising plans, maps, charts and drawings

OCCUPATIONS

- 3207-11 Building Technician**
Building Construction Supervisor (s)
Building Estimator (s)
Building Foreman/woman (s)
Clerk of Works (s)
- 3207-13 Architectural Associate**
Architectural Drafting Officer (s)
Architectural Technical Officer (s)
- 3207-15 Surveying Associate**
Cartographic Associate (a)
Engineering Survey Drafting Officer (s)
Photogrammetrist (s)
Photographic Interpreter (Air Force) (s)
Topographic Drafting Officer (s)

RELATED OCCUPATIONS

- 1601-13 Professional Builder
2201-11 Architect
2205 Cartographers and Surveyors

GROUP DEFINITIONS

3299 OTHER ENGINEERING AND BUILDING ASSOCIATES AND TECHNICIANS

This unit group covers occupations not elsewhere classified in Minor Group 32, Engineering and Building Associates and Technicians.

SKILL LEVEL

The entry requirement for this unit group is a 1-2 year associate diploma, TAFE certificate or technician's certificate.

OCCUPATIONS

- 3299-11 Metallurgical Technician**
Dye Penetrant Testing Technician (s)
Eddy Current Testing Technician (s)
Heat Metal Technician (s)
Magnetic Testing Technician (s)
Non-Destructive Testing Technician (s)
Pressure Testing Technician (s)
Ultrasonic Technician (s)
- 3299-99 Engineering and Building Associates and Technicians nec**
Aeronautical Engineering Technical Officer (s)
Aircraft Detail Draftsperson (s)
Aircraft Systems Technician (Air Force) (s)
Airframe Technical Officer (s)
Architectural Tracer (s)
Avionics Systems Technician (Air Force) (s)
Engineering Tracer (s)
Lighting Design Drafting Officer (s)
Mine Deputy (s)
Mine Undermanager (s)
Mine Ventilation Officer (s)
Mining Detail Draftsperson (s)
Mining Technician (s)
Production Planning Officer (Engineering) (s)
Shipbuilding Design Drafting Officer (s)
Surveying Tracer (s)
Welding Technical Officer (s)
Welding Technician (s)

MINOR GROUP 33

AIR AND SEA TRANSPORT TECHNICAL WORKERS

AIR AND SEA TRANSPORT TECHNICAL WORKERS command and navigate aircraft and ships and perform technical functions to ensure their safe and efficient movement and operation.

Occupations in this minor group have a level of skill commensurate with a 2-4 year certificate or diploma and 3-12 months on-the-job training.

Tasks performed by Air and Sea Transport Technical Workers typically include controlling the movement of ships at sea and in ports and of aircraft in the air and on the ground, from on board or from a control tower; supervising and inspecting crew; inspecting machinery, equipment, aircraft and ships to ensure they are correctly loaded and mechanically sound; preparing for operation, and monitoring the performance of, ship and aircraft engines, and initiating action for their maintenance; and recording details of flight, voyage or maintenance operations.

Marine Engine and Boiler Operators are excluded from this minor group because their tasks are confined to operating and lubricating marine engines and performing simple repairs without applying a broad body of technical knowledge. They are located in Unit Group 7303, Engine and Boiler Operators (except Power Generation).

Occupations in this minor group are classified into the following unit groups:

3301 AIRCRAFT PILOTS**3303 AIR TRANSPORT OPERATING SUPPORT WORKERS****3305 SHIP'S PILOTS AND DECK OFFICERS****3307 MARINE ENGINEERS AND SURVEYORS****3301 AIRCRAFT PILOTS**

AIRCRAFT PILOTS fly aircraft to transport passengers, mail and freight or for other purposes.

SKILL LEVEL

The entry requirement for this unit group is a 2-3 year certificate. 6 months on-the-job training is usual. Government departments issue licences for the occupations in this unit group.

TASKS include:

- preparing and submitting flight plan or examining standard flight plan
- ensuring that aircraft is properly loaded, mechanically sound and provided with adequate fuel
- checking flight controls, instruments, navigation equipment and radios before, during and after flight
- flying aircraft in accordance with established Air Traffic Control and aircraft operating procedures
- controlling aircraft on the ground and during take-off and landing
- monitoring information from instruments and other sources to maintain course and flight

OCCUPATIONS

3301-11 Aircraft Pilot
Agricultural Pilot (s)
Aircraft Captain (s)
Commercial Pilot (s)
Helicopter Pilot (s)

RELATED OCCUPATIONS

3303 Air Transport Operating Support Workers

3303 AIR TRANSPORT OPERATING SUPPORT WORKERS

AIR TRANSPORT OPERATING SUPPORT WORKERS perform a variety of functions to enable the safe movement and operation of aircraft in flight and on the ground. They may receive training in occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 1-4 year certificate. Previous experience of 5-15 years may also be required for some occupations in this unit group. 3-12 months on-the-job training is usual. Government departments issue licences for the occupations in this unit group except Air Traffic Controllers.

TASKS include:

- monitoring the performance of aircraft engines, mechanical and fuel systems
- plotting and directing aircraft position in flight, using electronic navigational equipment
- directing aircraft movements in airspace and on the ground using radar, radio and lighting systems
- recording details of flight and operations
- informing flight crews and operations staff about weather conditions, operational facilities, flight plans and air traffic
- initiating and organising emergency, search and rescue services and procedures
- inspecting aircraft, flight crews, airways facilities

PARA-PROFESSIONALS

and navigational aids to ensure compliance with standard specifications and procedures

- issuing certificates of airworthiness for aircraft, licensing aircraft maintenance organisations and personnel
- determining engineering action required to bring equipment to standard, approving design modifications and repairs to aircraft
- developing and reviewing standards for aircraft operations and maintenance

OCCUPATIONS

3303-11 Air Traffic Controller

3303-13 Flight Service Officer

3303-15 Flight Engineer

3303-17 Airways Surveyor

3303-19 Airworthiness Surveyor
Airworthiness Surveyor (Airframes) (s)
Airworthiness Surveyor (Electrical and Instruments) (s)
Airworthiness Surveyor (Engines) (s)
Airworthiness Surveyor (Radio) (s)

3303-21 Examiner of Flightcrew
Flight Engineer Inspector (s)

3303-23 Aircraft Navigator
Observer (Navy) (s)

3303-25 Aircraft Crewman/woman (Military and Rescue)
Air Observer (Rescue) (s)
Helicopter Observer (Rescue) (s)

3303-27 Loadmaster

3303-91 Trainee Air Traffic Controller

3303-93 Trainee Flight Service Officer

3303-99 Air Transport Operating Support Workers nec
Air Defence Officer (s)
Airborne Electronics Analyst (s)

RELATED OCCUPATIONS

3301 Aircraft Pilots
4211 Aircraft Maintenance Engineers

3305 SHIP'S PILOTS AND DECK OFFICERS

SHIP'S PILOTS AND DECK OFFICERS control and navigate, or provide specialised service to, vessels used in water transport, and command crew. They may receive training in occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 1-4 year certificate or diploma. Previous experience of 5 years may be required. 6-12 months on-the-job training is usual. Government departments issue certificates for the occupations in this unit group.

TASKS include:

- directing and supervising ship's officers and/or deck crew in the performance of their duties
- directing the movement of vessel and the stowage and discharge of cargoes
- determining vessel's position, using electronic and

GROUP DEFINITIONS

non electronic navigational aids

- communicating with ship and shore stations and encoding and decoding data for radio transmissions
- keeping watch for specified periods at sea and in port
- recording vessel's progress, crew's activities, weather and sea state
- directing fishing operations, maintaining catch records and arranging marketing and sales

OCCUPATIONS

3305-11 Ship's Captain
Ship's Master (a)
Dredge Master (s)
Ferry Master (s)
Fishing Vessel Master (s)
Hovercraft Operator (s)
Hydrofoil Operator (s)
Marine Pilot (s)
Merchant Ship's Captain (s)
Pearling Skipper (s)
Ship's Pilot (s)
Trawler Master (s)
Tug Master (s)

3305-13 Ship's Officer
Seaman Officer (Navy) (s)
Ship's Mate (s)
Ship's Navigating Officer (s)

3305-15 Master Fisherman/woman

3305-91 Cadet Deck Officer

3307 MARINE ENGINEERS AND SURVEYORS

MARINE ENGINEERS AND SURVEYORS operate and maintain ship machinery and inspect vessels, machinery and hulls to establish and implement safety standards and procedures. They may receive training in occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 4 year certificate or diploma. Previous experience of 7-8 years as a Marine Engineer is required for Marine Engineer Surveyors. Marine Surveyors require 8-11 years experience as a Marine Engineer Surveyor.

TASKS include:

- operating, testing and repairing main propulsion engine, auxiliary machines and domestic systems
- standing engine room watches at sea and in port
- approving design plans of ship hulls and equipment and specifying standards of construction
- inspecting ship hulls, machinery and equipment during construction and throughout ship's life to ensure that standards are met and maintained
- measuring vessels for the calculation of tonnage, registration and the issue of safety certificates
- establishing, and monitoring the implementation of standards for the safe handling, stowage and carriage of bulk cargoes
- investigating the causes of marine casualties, accidents, machine and equipment failures

OCCUPATIONS

3307-11 Marine Engineer
Ship's Engineer Officer (a)

GROUP DEFINITIONS

PARA-PROFESSIONALS

Motor Vessel Engineer Officer (s)

3307-13 Marine Engineer Surveyor

3307-15 Marine Surveyor

**3307-91 Trainee Marine Engineer
Cadet Marine Engineer (s)**

RELATED OCCUPATIONS

7303-13 Marine Engine and Boiler Operator

MINOR GROUP 34 REGISTERED NURSES

REGISTERED NURSES treat and provide specialised care for the physically or mentally ill or disabled, the elderly and mothers and their new-born babies. They provide health counselling for individuals and families.

Occupations in this minor group have a level of skill commensurate with a 3-4 year hospital-based certificate or 3 year diploma.

Tasks performed by Registered Nurses typically include assisting in the examination of patients; administering prescribed treatment; monitoring patients' progress; discussing cases with Medical Practitioners and Social Professionals; and maintaining records of their activities.

Enrolled and Mothercraft Nurses are excluded because their tasks do not involve the application of an extensive body of knowledge. They are located in Unit Group 6603, Enrolled Nurses. Directors of Nursing are excluded because their tasks are primarily managerial in directing the function of nursing in a hospital or nursing home. They are located in Minor Group 13, Specialist Managers.

Occupations in this minor group are classified into the following unit group:

3401 REGISTERED NURSES

3401 REGISTERED NURSES

REGISTERED NURSES treat and care for the physically and mentally ill or disabled, the elderly and mothers and their new-born babies in hospitals, nursing homes, medical centres and the community. They advise individuals and families on health matters. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year hospital-based certificate or 3 year diploma. Specialist nurses require additional training courses. Certificates of registration are also required.

TASKS include:

- assisting medical practitioners to examine patients, administer treatment and deliver babies
- administering prescribed treatment in the form of medication and therapy to patients suffering from physical or mental disorders
- monitoring patient's condition, reactions to medication and other treatment, and progress of childbirth
- conferring with psychiatrists, psychologists, social workers, occupational therapists and other workers to evaluate the condition of psychiatric patients and intellectually handicapped persons and to plan therapy and rehabilitation programmes
- instructing and advising on nutrition, child care, family planning, disease prevention and other health matters

- maintaining records of patients' progress and treatment administered

OCCUPATIONS

- 3401-01 Nursing Supervisor**
Charge Nurse (a)
Charge Sister (a)
Ward Supervisor (s)
- 3401-11 Registered General Nurse**
- 3401-13 Registered Community Health Nurse**
Domiciliary Nurse (s)
Infant Welfare Nurse (s)
Maternal and Child Health Nurse (s)
Occupational Health Nurse (s)
- 3401-15 Registered Midwife**
- 3401-17 Registered Mental Retardation Nurse**
- 3401-19 Registered Psychiatric Nurse**
- 3401-91 Student Registered Nurse**
Student Registered Psychiatric Nurse (s)
- 3401-99 Registered Nurses nec**
Coronary Care Nurse (s)
Geriatric Care Nurse (s)
Intensive Care Nurse (s)
Neurosurgical Nurse (s)
Oncological Nurse (s)
Operating Theatre Nurse (s)
Paediatric Nurse (s)
Spinal Injuries Nurse (s)

**MINOR GROUP 35
POLICE**

POLICE enforce the law and maintain public order by discouraging offences and dealing with offenders.

Occupations in this minor group have a level of skill commensurate with a 2 year para-professional certificate.

Tasks performed by Police typically include patrolling public areas; investigating complaints and offences; observing, pursuing, arresting and interviewing suspects; and maintaining records and preparing reports.

Police Commissioners and Commissioned Police Officers are excluded from this minor group because their tasks are primarily managerial. They are located in Unit Groups 1201, General Managers, and 1319, Commissioned Officers (Management) respectively. Police Divers are excluded because their tasks are similar to those of other divers. They are located in Unit Group 4999, Other Tradespersons.

Occupations in this minor group are classified into the following unit group:

3501 POLICE**3501 POLICE**

POLICE investigate crimes, arrest offenders, patrol public areas, attend at the scene of accidents and perform other duties of law enforcement and maintenance of public order. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 15 week to 2 year cadetship/in-service training.

TASKS include:

- patrolling an assigned area on foot or in a radio controlled vehicle to check security
- investigating crimes, minor offences and citizens' complaints
- pursuing, arresting and interviewing persons suspected of crime
- observing traffic and issuing traffic infringement notices
- examining scene of crime and searching other property or premises for evidence
- searching suspects for weapons, stolen or illegal goods

- checking licensed premises to ensure that licensing laws are obeyed
- preparing briefs or reports for police files or for use in court
- testifying or presenting prosecution case in court
- taking statements and collecting evidence at scenes of traffic accidents

COMMENTS

Under any of these occupation titles, police officers may be designated according to rank and/or branch of police work.

OCCUPATIONS

- 3501-01** Police Supervisor
Police Station Sergeant (a)
- 3501-11** Policeman/woman
- 3501-13** Detective
Plain Clothes Police Officer (a)

RELATED OCCUPATIONS

- 3501-11 Police Commissioner
3501-11 Commissioned Police Officer

MINOR GROUP 39 MISCELLANEOUS PARA-PROFESSIONALS

This residual minor group covers all occupations in Major Group 3, Para-Professionals, which are not included in Minor Groups 31-38 above.

Occupations in this minor group are classified into the following unit groups:

- 3901 WELFARE PARA-PROFESSIONALS**
- 3903 PERFORMING ARTS SUPPORT WORKERS**
- 3905 INSPECTORS AND REGULATORY OFFICERS**
- 3907 CHILD CARE CO-ORDINATORS**
- 3909 AMBULANCE OFFICERS**
- 3911 PRISON OFFICERS**
- 3913 PROCUREMENT OFFICERS**
- 3915 SPORTSPERSONS AND RELATED WORKERS**
- 3999 OTHER PARA-PROFESSIONALS**

3901 WELFARE PARA-PROFESSIONALS

WELFARE PARA-PROFESSIONALS provide support, information and advice to individuals or groups on emotional, financial, recreational, health, housing and other social matters and evaluate and co-ordinate the services of welfare and community service agencies.

SKILL LEVEL

The entry requirement for this unit group is a 2 year associate diploma or certificate.

TASKS include:

- assessing community need and resources for health, welfare, housing, employment, training and other facilities and services
- monitoring and reporting on the progress of parolees
- advising on available community services to aid rehabilitation
- interviewing disadvantaged individuals and groups
- assessing nature and extent of difficulties
- writing reports and submitting recommendations
- referring clients to appropriate agencies
- designing recreational activities for young people

OCCUPATIONS

- 3901-11 Community Worker**
Community Development Officer (a)
Neighbourhood Centre Coordinator (s)
- 3901-13 Parole Officer**
Probation Officer (s)
- 3901-15 Welfare Officer**
Social Worker Associate (a)
Residential Care Worker (s)
- 3901-17 Youth Worker**
Youth Leader (a)
Youth Officer (a)

RELATED OCCUPATIONS

- 2601-13 Community Social Worker
- 2601-15 Social Case Worker
- 2999-17 Recreation Officer

3903 PERFORMING ARTS SUPPORT WORKERS

PERFORMING ARTS SUPPORT WORKERS provide technical and other assistance for the production, recording and/or broadcasting of artistic performances. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3 months basic vocational certificate, except for make-up artists and special effects persons who require a 1 year basic vocational certificate. 1-3 years on-the-job training is usual.

TASKS include:

- operating motion picture or television cameras to record events or scenes on film or video tape or for direct telecast
- positioning microphones, recording sounds or operating equipment to mix and regulate the quality and volume of sound from several sources
- operating console to monitor and control radio and television broadcasts
- applying make-up to performers taking part in stage, television or motion picture productions
- selecting, positioning and operating lighting equipment to illuminate set or studio during stage performance, television broadcast or motion picture scenes
- designing, fabricating and using various devices to create special sounds and visual effects for broadcasting, motion picture and stage productions

GROUP DEFINITIONS

OCCUPATIONS

- 3903-01 Supervisor, Performing Arts Support Workers**
Supervising Technician, Radio Operations (s)
Supervising Technician, TV Production Operations (s)
Supervisor, Sound Recording and Reproduction Equipment Operators (s)
Lighting Supervisor (s)
- 3903-11 Sound Technician**
Audio Operator (s)
Audio Technician (s)
Dubbing Machine Operator (s)
Dubbing Projectionist (Sound Mixing) (s)
Re-recording Mixer (s)
Sound Editor (s)
Sound Mixer (s)
Sound Recordist (s)
Video and Sound Recorder (s)
- 3903-13 Motion Picture Camera Operator**
- 3903-15 Television Equipment Operator**
Telecine Operator (s)
Television Camera Operator (s)
Vision Mixer (s)
- 3903-17 Broadcast Transmitter Operator**
- 3903-19 Light Technician**
- 3903-99 Performing Arts Support Workers nec**
Continuity Person (s)
Make-up Artist (s)
Microphone Boom Operator (s)
Sound Effects Person (s)
Special Effects Person (s)

3905 INSPECTORS AND REGULATORY OFFICERS

INSPECTORS AND REGULATORY OFFICERS conduct inspections to enforce government standards and regulations, industrial awards, or industry standards, to maintain and improve quality of services, or in relation to insurance. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 2 year basic vocational certificate, a 2-4 year degree or diploma or a 4 year trade certificate, and, in some cases, 2-4 years previous experience. Some occupations require education to years 10-12. Safety Officers require a Certificate of Competency. 1-3 years on-the-job training is usual.

TASKS include:

- inspecting animal, fish or plant products and processing establishments to ensure conformity with government standards and health regulations
- inspecting factories and other work sites, machinery and equipment, working conditions, railway freight cars, public places and waste disposal sites to ensure conformity with government standards and regulations or industrial awards
- regulating irrigation, alteration of water courses, drilling or artesian and sub-artesian bores and construction of stock water facilities
- examining cargo and mail for export or import, passengers, luggage, crew, aircraft and ships departing for and arriving from overseas, and associated documents concerned with customs and

related legislation

- inspecting insured buildings, vehicles and commercial and industrial establishments to evaluate conditions and practices affecting insurance risk and to develop safety programmes
- analysing accidents to determine causes

OCCUPATIONS

- 3905-01 Supervisor, Inspectors and Regulatory Officers**
- 3905-11 Building Inspector**
Electrical Installation Inspector (s)
Plumbing and Drainage Inspector (s)
- 3905-13 Safety Inspector**
Boilers and Pressure Vessels Inspector (s)
Gas Examiner (s)
Lifts and Cranes Inspector (s)
Mines Inspector (s)
- 3905-15 Primary Products Inspector**
Dairy Produce Inspector (s)
Fish Exports Inspector (s)
Horticultural Inspector (s)
Meat Inspector (s)
Quarantine Inspector (s)
Sugar Cane Inspector (s)
- 3905-17 Train Examiner**
Locomotive Inspector (s)
- 3905-19 Customs Investigator**
Customs Examining Officer (s)
- 3905-21 Health Inspector**
Health Surveyor (a)
Industrial Hygiene Inspector (s)
Water Quality Inspector (s)
- 3905-23 Arbitration Inspector**
Industrial Inspector (a)
- 3905-25 Water Usage Inspector**
Boring Inspector (s)
Stream Control Officer (s)
- 3905-27 Corporate Safety Officer**
- 3905-29 Insurance Assessor (except Health)**
Claims Assessor (except Health) (s)
Loss Adjuster (s)
- 3905-31 Traffic Inspector**
Bus Inspector (s)
Tram Inspector (s)
- 3905-99 Inspectors and Regulatory Officers nec**
Fisheries and Wildlife Officer (s)
Liquor Licensing Inspector (s)
Patrolman/woman (Utilities) (s)
Pest Control Inspector (s)
Pipeline Inspector (s)
Postal Services Field Manager (s)
Travel Accommodation Inspector (s)
Utility Man/Woman (s)
Vermin and Noxious Weeds Inspector (s)
Weights and Measures Inspector (s)

3907 CHILD CARE CO-ORDINATORS

CHILD CARE CO-ORDINATORS direct the activities of a Child Care or Family Day Care Centre and supervise teachers, child care workers, assistants and aides caring for children.

PARA-PROFESSIONALS

SKILL LEVEL

The entry requirement for this unit group is a 3-4 year diploma in a relevant area i.e. teaching, nursing or child care.

TASKS include:

- implementing programmes to enhance the physical, social, emotional and intellectual development of young children
- providing care for primary school children in centres catering for before-school and after-school care
- maintaining records and accounts for the centre

OCCUPATIONS

3907-11 Child Care Co-ordinator
Child Care Centre Director (a)

RELATED OCCUPATIONS

2401 Pre-Primary School Teachers
6601 Child Care, Refuge and Related Workers

3909 AMBULANCE OFFICERS

AMBULANCE OFFICERS transport sick and injured persons and provide emergency health care.

SKILL LEVEL

The entry requirement for this unit group is a 2-3 year para-professional certificate. Driving Licence, Class 4 is also required.

TASKS include:

- transporting ill or injured persons to places of medical treatment
- transporting ill or disabled persons to and from centres of specialised treatment
- administering first aid
- instructing community groups and essential service workers in first aid
- attending public gatherings where accidents or other health emergencies may occur

OCCUPATIONS

3909-11 Ambulance Officer
Ambulance Paramedic (s)

3911 PRISON OFFICERS

PRISON OFFICERS guard and control inmates in penal institutions. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3 months on-the-job training is usual.

TASKS include:

- locking prisoners in cells and guarding prisoners during work assignments, sport and recreation periods, meals and in transit
- searching prisoners and cells for weapons, valuables, drugs or contraband articles

GROUP DEFINITIONS

- inspecting locks, window bars, grills, doors and gates and patrolling assigned areas to prevent escapes and disturbances
- investigating disturbances or unusual occurrences
- providing meals to prisoners confined in cells, administering first aid and requisitioning items needed by prisoners

OCCUPATIONS

3911-01 Chief Prison Officer

3911-11 Prison Officer

3913 PROCUREMENT OFFICERS

PROCUREMENT OFFICERS prepare purchase orders for industrial, commercial, government or other establishments, and act as agents to purchase and sell farm produce.

SKILL LEVEL

The entry requirement for this unit group is a 1-2 year para-professional certificate. 1 year of previous experience and 3 months on-the-job training are usual.

TASKS include:

- preparing and despatching purchase orders for goods and materials
- verifying specifications of purchase requests
- searching inventory records or warehouse to find out whether material is on hand in sufficient quantity
- consulting catalogues to obtain prices and specifications
- recording items purchased or transferred between departments, prices, deliveries and inventories
- conferring with suppliers to determine reasons for late deliveries
- assessing type and quality of produce such as wool, hide and skin or grain
- purchasing produce at auction or direct from farmer or grower

OCCUPATIONS

3913-11 Purchasing Officer
Supply Officer (s)

3913-13 Commodities Buyer
Grain Buyer (s)
Hide and Skin Buyer (s)
Livestock Buyer (s)
Wool Buyer (s)

3913-15 Retail Buyer

3915 SPORTSPERSONS AND RELATED WORKERS

SPORTSPERSONS AND RELATED WORKERS compete in sporting activities for monetary gain, train sporting competitors and officiate at sporting events. They may receive training in occupations in this unit group.

GROUP DEFINITIONS

SKILL LEVEL

There is no entry requirement for the occupations in this unit group. 4-5 years previous experience in the sport is usual for coaches, 3-5 years previous experience in racing administration is usual for race stewards and 3-5 years on-the-job training is usual for referees.

TASKS include:

- coaching teams and training sportspersons in the performance of their sport by demonstrating techniques, prescribing exercises and supervising practice
- planning and directing game strategy and evaluating performance after game
- competing in, and training for, sporting events
- regulating activities of sportspersons during sporting events according to established rules
- determining violations of rules, and assessing and imposing penalties for infractions of rules
- co-ordinating and directing horse or dog racing activities

OCCUPATIONS

- 3915-11 Coach (Sport)**
Sports Trainer (a)
- 3915-13 Jockey**
- 3915-15 Other Sportspersons**
- 3915-17 Racecourse Official**
Handicapper (Racing) (s)
Horse Racing Judge (s)
Race Steward (s)
- 3915-19 Referee**
Umpire (a)
Linesman/woman (Sport) (s)
- 3915-91 Apprentice Jockey**

3999 OTHER PARA-PROFESSIONALS

This unit group covers occupations not elsewhere classified in Minor Group 39, Miscellaneous Para-Professionals.

SKILL LEVEL

The entry requirement for this unit group is a 2 year para-professional certificate.

PARA-PROFESSIONALS

OCCUPATIONS

- 3999-01 Supervisor, Other Para-Professionals**
- 3999-11 Radio Telegraphist**
Radio Operator (a)
- 3999-13 Museum and Art Gallery Technician**
Taxidermist (s)
- 3999-15 Library Technician**
- 3999-17 Layout Artist**
Finish Artist (s)
Paste-up Artist (s)
Showcard Ticket Writer (s)
- 3999-19 Window Dresser**
- 3999-21 Interior Decorator**
Fine Furnisher (s)
- 3999-23 Photographic Studio Assistant**
Photographic Studio Technician (a)
- 3999-25 Photograph Retoucher**
Colourist (s)
- 3999-27 Forms Analyst and Designer**
Forms Analyst (s)
Forms Designer (s)
- 3999-29 Credit and Loans Analyst**
- 3999-31 Park Ranger**
Park Warden (a)
Park Superintendent (s)
- 3999-33 Military Disciplinary Supervisor**
Company Sergeant Major (s)
Disciplinary Warrant Officer (s)
Regimental Sergeant Major (s)
Warrant Officer Coxswain (s)
- 3999-35 Wool Classer**
- 3999-37 Hide and Skin Classer**
Fur Grader (s)
Leather Grader (s)
- 3999-99 Para-Professionals nec**
Agricultural Secretary (s)
Forest Ranger (s)
Inquiry Agent (s)
Private Detective (s)
Radar Operator (s)
Ship's Purser (s)
Signaller (Defence Forces) (s)
Sonar Operator (s)

MAJOR GROUP 4

TRADESPERSONS

Tradespersons perform a variety of complex physical tasks, applying a body of trade-specific technical knowledge. These tasks require initiative and a high degree of manual dexterity and other practical skills.

Occupations in this major group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Tradespersons typically include constructing buildings and other large structures; fabricating individual (i.e. not mass-produced) metal, wood, glass, and textile products; repairing and maintaining these individual products, motor vehicles and other machinery, electrical and electronic equipment; applying protective and decorative finishes to surfaces; printing and binding documents; preparing and cooking food; and propagating and cultivating plants.

Tradespersons operate a wide variety of complex precision machinery to complete several stages in the fabrication and maintenance of products. Occupations concerned with the operation of a single non-precision or partly automated machine during one phase of the manufacturing process are located in Minor Group 74, Machine Operators.

Occupations in this major group are classified into the following minor groups:

- 41 METAL FITTING AND MACHINING TRADESPERSONS**
- 42 OTHER METAL TRADESPERSONS**
- 43 ELECTRICAL AND ELECTRONICS TRADESPERSONS**
- 44 BUILDING TRADESPERSONS**
- 45 PRINTING TRADESPERSONS**
- 46 VEHICLE TRADESPERSONS**
- 47 FOOD TRADESPERSONS**
- 48 AMENITY HORTICULTURAL TRADESPERSONS**
- 49 MISCELLANEOUS TRADESPERSONS**

MINOR GROUP 41

METAL FITTING AND MACHINING TRADESPERSONS

METAL FITTING AND MACHINING TRADESPERSONS shape metal stock, usually to fine tolerances, using lathes and other precision metal tools to fabricate or repair tools, dies, jigs and other individual (ie not mass-produced) metal products, assemble machinery incorporating these as components, and set up partially automated machine tools for use by less skilled operators.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Metal Fitting and Machining Tradespersons typically include selecting stock; determining dimensions and tolerances; setting machine controls; manipulating stock and controls of machine tools to shape stock by cutting, drilling or abrasion; measuring product for conformity to specifications; and fitting parts into machinery using hand tools, and testing to ensure that machinery functions correctly.

This minor group includes Metal Machinists (Second and Third Class) because they perform similar tasks to Metal Machinists (First Class), and cannot reliably be distinguished from them in statistical collections, although their skill level is different.

Tool Designers are excluded from this minor group because they are primarily involved in the design rather than fabrication of tools. They are located in Unit Group 3205, Mechanical Engineering Associates and Technicians.

Occupations in this minor group are classified into the following unit groups:

4101 TOOLMAKERS

4103 METAL FITTERS AND MACHINISTS

4101 TOOLMAKERS

TOOLMAKERS make and repair tools, dies, jigs, fixtures and other parts and equipment to fine tolerances. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 4 year trade certificate.

TASKS include:

- determining dimensions and tolerances of article to be manufactured from drawings, blueprints or specifications
- measuring and marking out metal stock or casting using various gauges
- shaping metal stock using machine tool
- checking accuracy of manufactured article to fine tolerances, using precision measuring instruments
- testing and modifying manufactured article

OCCUPATIONS

4101-01 Supervisor, Toolmakers
Supervisor, Tool Room (a)

4101-11 Toolmaker
Tool and Die Maker (a)
Die Caster (s)
Die Sinker (s)
Jigmaker (Metal) (s)
Plastic Mould Maker (s)
Press-Tool Maker (s)

4101-91 Apprentice Toolmaker

4103 METAL FITTERS AND MACHINISTS

METAL FITTERS AND MACHINISTS set up machining tools, production machines and textile machines, operate machining tools and machines to shape metal stock and castings, and fit and assemble the fabricated metal parts into products. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate, except for Die Setters, Metal Machinists (Second Class), and Metal Machinists (Third Class) which have no specific entry requirement.

TASKS include:

- determining suitable material, method and sequence of operations, and machine settings from drawings, blueprints, or job specification cards
- setting guides, stops and other controls on machining tool, setting up prescribed cutting or shaping tool or die in machine or press, or setting controls for textile machines
- forming metal stock or castings to fine tolerances using machining tool to press, cut, grind, plane, bore or drill metal
- fitting fabricated metal parts into products and assembling metal parts and sub-assemblies to produce machinery and equipment using hand tools
- checking fabricated and assembled metal parts for

GROUP DEFINITIONS

TRADESPERSONS

accuracy, clearance and fit using precision measuring instruments

- preparing pattern mechanism to control operation of textile machines used to spin, weave, knit, sew and tuft fabric

OCCUPATIONS

4103-01 Supervisor, Metal Fitters and Machinists

4103-11 Fitter

Bench Fitter (s)
Diesel Fitter-Mechanic (s)
Fitter and Turner (s)
Fitter-Machinist (s)
Fitter-Mechanic (s)
Fitter-Welder (s)
Maintenance Fitter (s)
Mechanic (Diesel and Heavy Earthmoving Equipment) (s)
Plant Mechanic (s)
Service Fitter (s)
Sewing Machine Mechanic (s)

4103-13 Metal Machinist (First Class)

Aircraft Machinist (s)
Automotive Machinist (s)
Machine Setter (Metal) (s)
Milling Machinist (s)
Radial Driller (Metal) (s)
Turner (s)
Vertical Borer (s)

4103-15 Textile Mechanic

Loom Tuner (s)

4103-17 Die Setter

4103-19 Metal Machinist (Second Class)

Machine Tool Operator (Metal) (a)
Gear Cutter (s)

4103-21 Metal Machinist (Third Class)

4103-91 Apprentice Metal Fitter and Machinist

Apprentice Aircraft Machinist (s)
Apprentice Automotive Machinist (s)
Apprentice Fitter, Turner and Machinist (s)
Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) (s)
Apprentice Sewing Machine Mechanic (s)
Apprentice Textile Mechanic (s)

MINOR GROUP 42 OTHER METAL TRADESPERSONS

OTHER METAL TRADESPERSONS cut, shape, join and finish metal, using a variety of tools and equipment other than lathes and similar machine tools.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Other Metal Tradespersons typically include drawing or marking out patterns; heating metal stock and shaping it using hammers; cutting stock or mould components to shape using hand tools, cutting torches or machine tools; joining components by welding, soldering brazing, rivetting, bolting, screwing or gluing; dismantling and inspecting aircraft components and complex items of metal machinery, repairing or replacing faulty components, and re-assembling; and applying protective or decorative finishes to metal products.

This minor group includes Electroplaters and Sheet Metal Workers (Second and Third Class) because they perform similar tasks to Electroplaters and Sheet Metal Workers (First Class) and cannot reliably be distinguished from them in statistical collections, although their skill level is different.

Occupations in this minor group are classified into the following unit groups:

- 4201 FORGING TRADESPERSONS**
- 4203 SHEETMETAL TRADESPERSONS**
- 4205 STRUCTURAL STEEL, BOILERMAKING AND WELDING TRADESPERSONS**
- 4207 METAL CASTING TRADESPERSONS**
- 4209 METAL FINISHING TRADESPERSONS**
- 4211 AIRCRAFT MAINTENANCE ENGINEERS**
- 4213 PRECISION METAL TRADESPERSONS**

4201 FORGING TRADESPERSONS

FORGING TRADESPERSONS heat and hammer metal to shape, make or repair metal articles, including horseshoes. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 4 year trade certificate.

TASKS include:

- selecting metal for job and preparing horses' hooves for shoeing
- heating metal in fire, furnace or forge or by using welding equipment or propane torch
- hammering, punching or cutting metal to join parts using hand tools or machine presses
- tempering and hardening finished article by quenching in oil or water bath or by cooling gradually in air
- nailing horseshoe to hoof and trimming hoof flush with shoe using rasp

OCCUPATIONS

- 4201-01 Supervisor, Forging Tradespersons**
- 4201-11 Blacksmith**
Forging Smith (s)

Hammersmith (s)
Springmaker (s)
Toolsmith (s)

4201-13 Farrier

- 4201-91 Apprentice Forging Tradesperson**
Apprentice Blacksmith (s)
Apprentice Farrier (s)

4203 SHEETMETAL TRADESPERSONS

SHEETMETAL TRADESPERSONS cut, shape and join sheetmetal using hand and power tools, or machines, or assemble and install sheetmetal products. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate, except for Sheetmetal Worker (Second Class), which has no specific entry requirement.

TASKS include:

- marking out selected sheetmetal using templates, gauges and other instruments
- cutting sheetmetal using hand tools, power shears, guillotines or drills

GROUP DEFINITIONS

- shaping cut sheetmetal into products using folding machines, rollers or presses, or metal spinning lathe
- checking dimensions of formed articles using precision measuring instruments
- bolting, rivetting, brazing or soldering components together using hand or power tools
- finishing products by cleaning, polishing, filing or bathing them in acid solution

OCCUPATIONS

- 4203-01 Supervisor, Sheetmetal Tradespersons**
Supervisor, Metal Spinners (s)
- 4203-11 Sheetmetal Worker (First Class)**
Sheetmetal Patternmaker (s)
- 4203-13 Coppersmith**
- 4203-15 Metal Spinner**
- 4203-17 Sheetmetal Worker (Second Class)**
Ductworker (s)
Guillotine Operator (Metal) (s)
Metal Bending Machine Operator (s)
Sheetmetal Rolling Machine Operator (s)
- 4203-91 Apprentice Sheetmetal Tradesperson**
Apprentice Coppersmith (s)
Apprentice Metal Spinner (s)

4205 STRUCTURAL STEEL, BOILERMAKING AND WELDING TRADESPERSONS

STRUCTURAL STEEL, BOILERMAKING AND WELDING TRADESPERSONS cut, shape, join and repair metal parts of iron and steelwork structures, pressure pipes, ships, boilers or other vessels subject to greater pressure than the weight of their contents, and weld metals together. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate, except for Welders (Second Class) and Welders (Third Class), which have no formal entry requirement.

TASKS include:

- cutting marked-out metal sections and shapes using hand tools, flame cutting torches or metal cutting machines
- shaping and bending metal sections and pipes using hand and machine tools or by heating and hammering
- aligning parts to be joined using hand tools and measuring instruments and, for large sections, with the aid of cranes or other lifting equipment
- joining metal sections by various welding techniques, bolting or rivetting
- cleaning and smoothing weld by filing, chiselling and grinding

OCCUPATIONS

- 4205-01 Supervisor, Structural Steel, Boilermaking and Welding Tradespersons**
- 4205-11 Metal Fabricator**
Boilermaker (a)
Boilermaker-Welder (s)
Metal Fabricator-Welder (s)

TRADESPERSONS

Template Maker (s)

- 4205-13 Structural Steel Tradesperson**
Structural Boilermaker (a)
Structural Metal Fabricator (a)

- 4205-15 Pressure Welder**

- 4205-17 Welder (First Class)**
Welder (Special Class) (s)

- 4205-19 Welder (Second Class)**
Arc Welder (s)
Brazier (s)
Gas Welder-Cutter (s)
Gas-shielded Arc Welding Operator (s)
Metal-Inert-Gas Welder (s)
Oxy-acetylene Welder-Cutter (s)
Plasma-arc Welder (s)
Solderer (s)

- 4205-21 Welder (Third Class)**

- 4205-91 Apprentice Structural Steel, Boilermaking and Welding Tradesperson**
Apprentice Boilermaker (s)
Apprentice Metal Fabricator (s)
Apprentice Structural Steel Tradesperson (s)
Apprentice Template Maker (s)
Apprentice Welder (s)

4207 METAL CASTING TRADESPERSONS

METAL CASTING TRADESPERSONS plan and fabricate mould patterns and form sand moulds and cores used in the production of metal castings. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- drawing pattern for mould on layout board
- cutting and shaping stock using band-saws, lathes, planers and routers
- assembling parts using glue, dowels and screws, to form moulding box
- smoothing and shaping surface of moulding box using hand tools, and applying sealing finish
- applying parting agent to moulding box and positioning vents to allow gases to escape
- filling box with sand and packing sand in place using hand ramming tools or pneumatic hammers
- applying refractory paint to prevent molten metal from fusing with sand and positioning cores in mould

OCCUPATIONS

- 4207-01 Supervisor, Metal Casting Tradespersons**
- 4207-11 Metal Casting Patternmaker**
- 4207-13 Moulder and Coremaker**
Coremaker (s)
Metal Moulder (s)
- 4207-91 Apprentice Metal Casting Tradesperson**
Apprentice Metal Casting Patternmaker (s)
Apprentice Moulder and Coremaker (s)

TRADESPERSONS

4209 METAL FINISHING TRADESPERSONS

METAL FINISHING TRADESPERSONS coat metal parts and articles using electrolytic processes or polish metal articles. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate, except for Electroplaters (Second Class), which have no formal entry requirement.

TASKS include:

- polishing and buffing sheet or other metal by hand or machine to finish metal parts or articles
- preparing electrolytic and silver solutions for electroforming and applying silver solution to the objects to be coated
- setting and adjusting controls to regulate electric current and depositing of coating on objects
- rinsing solutions from coated articles
- checking depth of coating

OCCUPATIONS

4209-01 Supervisor, Metal Finishing Tradespersons

4209-11 Metal Polisher

4209-13 Electroplater (First Class)
Anodiser (s)
Electroformer (s)

4209-15 Electroplater (Second Class)
Production Plater (a)
Metal Plater (s)

4209-17 Electroplater (Third Class)
Barrel Plater (s)

4209-91 Apprentice Metal Finishing Tradesperson
Apprentice Electroplater (s)
Apprentice Metal Polisher (s)

4211 AIRCRAFT MAINTENANCE ENGINEERS

AIRCRAFT MAINTENANCE ENGINEERS maintain and repair aircraft engines, electrical systems and mechanical systems and assemble components of aircraft frames. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- dismantling, inspecting and reassembling aircraft engines, ancillary motors and engine accessories, electrical systems, or sub-assemblies of aircraft frames using hand and power tools and equipment
- testing aircraft communication equipment, aircraft instrumentation and electrical systems using electronic testing equipment and specialised test apparatus
- assembling parts and sub-assemblies of aircraft frames using hand and power tools
- installing electrical circuits and equipment
- conducting routine pre-flight inspections of engines,

aircraft frames and mechanical systems

OCCUPATIONS

4211-01 Supervisor, Aircraft Maintenance Engineers

4211-11 Aircraft Maintenance Engineer (Engines)
Aircraft Engine Fitter (a)
Aircraft Ground Engineer (Engines) (a)
Aircraft Mechanic (Engines) (a)
Examiner of Aircraft Engines (s)
Licensed Aircraft Maintenance Engineer (Engines) (s)
Line Maintenance Aircraft Engineer (Engines) (s)

4211-13 Aircraft Maintenance Engineer (Airframes)
Aircraft Ground Engineer (Airframes) (a)
Airframe Fitter (a)
Airframe Mechanic (a)
Examiner of Airframes (s)
Licensed Aircraft Maintenance Engineer (Airframes) (s)
Line Maintenance Aircraft Engineer (Airframes) (s)

4211-15 Aircraft Maintenance Engineer (Electrical)
Aircraft Electrical Engineer (a)
Aircraft Ground Engineer (Electrical) (a)
Examiner of Aircraft (Electrical) (s)
Licensed Aircraft Maintenance Engineer (Electrical) (s)

4211-17 Aircraft Maintenance Engineer (Radio)
Aircraft Ground Engineer (Radio) (a)
Aircraft Mechanic (Radio) (a)
Examiner of Aircraft Radio (s)
Licensed Aircraft Maintenance Engineer (Radio) (s)

4211-19 Aircraft Maintenance Engineer (Instruments)
Aircraft Ground Engineer (Instruments) (a)
Aircraft Mechanic (Instruments) (a)
Examiner of Aircraft Instruments (s)
Licensed Aircraft Maintenance Engineer (Instruments) (s)

4211-91 Apprentice Aircraft Maintenance Engineer
Apprentice Aircraft Ground Engineer (s)
Apprentice Aircraft Mechanic (s)

4213 PRECISION METAL TRADESPERSONS

PRECISION METAL TRADESPERSONS fabricate, assemble, maintain and repair precision instruments. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- assembling parts and sub-assemblies of precision implements, locks, timepieces and small arms using hand tools, measuring instruments and magnifying aids
- calibrating precision instruments using standard weights and measures, jigs and fixtures and hand tools to adjust and align parts and small balancing weights
- dismantling precision instruments, locks, timepieces and small arms, repairing or replacing defective parts and reassembling article using hand or power

GROUP DEFINITIONS

TRADESPERSONS

tools or specially designed machines

- testing circuits in electronic timepieces using electronic testing equipment
- installing security systems, changing tumblers in locks, changing locks, cutting keys and opening locks by manipulation
- making blades for circular, band or other power saws and/or repairing, setting and sharpening blades for hand or power saws
- inscribing letters, figures and designs on surfaces of jewellery, trophies or other ornamental items

OCCUPATIONS

4213-01 Supervisor, Precision Metal Tradespersons

4213-11 Precision Instrument Maker and Repairer

Instrument Fitter (a)
Camera Repairer (s)
Scalemaker and Adjuster (s)
Scientific Instrument Maker and Repairer (s)

4213-13 Watch and Clock Maker and Repairer
Watchmaker (a)

4213-15 Locksmith
Safemaker (s)

4213-17 Saw Maker and Repairer
Saw Doctor (a)
Saw Sharpener (s)

4213-19 Gunsmith
Armourer (a)

4213-21 Engraver

4213-91 Apprentice Precision Metal Tradesperson
Apprentice Locksmith (s)
Apprentice Saw Maker and Repairer (s)
Apprentice Watch and Clock Repairer (s)

MINOR GROUP 43 ELECTRICAL AND ELECTRONICS TRADESPERSONS

ELECTRICAL AND ELECTRONICS TRADESPERSONS assemble, test and repair electrical and electronic systems, equipment and components.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Electrical and Electronics Tradespersons typically include examining and updating wiring and cable location diagrams; testing for, locating and repairing electrical malfunctions; cutting and connecting wiring and cables; assembling, fabricating and/or fitting electrical components using hand-held and power tools, and machinery; connecting electrical systems and appliances to power supply; joining air-conditioning ducting components; and filling refrigeration units with refrigerant.

Electrical and Electronic Engineering Associates and Technicians are excluded from this minor group because they are concerned more with the design and operation of complex electrical and electronic equipment than with its fabrication or maintenance. They are located in Unit Group 3201, Electrical and Electronic Engineering Associates and Technicians. Occupations involving the assembly and installation of simple electrical components on a production line are excluded because each involves only one phase in the manufacturing process and requires the performance of a narrow range of routine tasks. They are located in Minor Group 81, Trades Assistants and Factory Hands.

Occupations in this minor group are classified into the following unit groups:

- 4301 ELECTRICAL POWERLINE TRADESPERSONS**
- 4303 ELECTRICAL FITTERS**
- 4305 AUTOMOTIVE ELECTRICIANS**
- 4307 REFRIGERATION AND AIR-CONDITIONING MECHANICS**
- 4309 ELECTRICAL MECHANICS**
- 4311 COMMUNICATIONS EQUIPMENT TRADESPERSONS**
- 4313 RADIO AND TELEVISION SERVICERS**
- 4315 OFFICE EQUIPMENT AND COMPUTER SERVICERS**
- 4399 OTHER ELECTRICAL AND ELECTRONICS TRADESPERSONS**

4301 ELECTRICAL POWERLINE TRADESPERSONS

ELECTRICAL POWERLINE TRADESPERSONS install, repair, maintain and monitor overhead and underground electric power distribution networks. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities issue licences for certain classes of work.

TASKS include:

- joining and splicing cables, and insulating wiring
- changing layout of cable systems
- testing cables to ensure quality of performance and adequacy of insulation
- installing and servicing aerial equipment
- laying, fixing and joining cross-layered polyethylene covered cable
- performing emergency repairs and de-energising of conductors

- maintaining location diagrams
- driving vehicles
- operating cranes and lifting devices
- installing of earth stakes, poles and guy wires
- digging of holes and trenches using hand and power tools

OCCUPATIONS

- 4301-01 Supervisor, Electrical Powerline Tradespersons**
- 4301-11 Electrical Linesman/woman**
- 4301-13 Electrical Cable Jointer**
- 4301-91 Apprentice Electrical Powerline Tradesperson**
Trainee Electrical Linesman/woman (a)

4303 ELECTRICAL FITTERS

ELECTRICAL FITTERS assemble, install, test and maintain electrical equipment and components, and service and repair domestic and commercial electrical appliances and equipment. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities issue licences for certain classes of work.

TASKS include:

- examining blueprints, wiring diagrams and specifications
- measuring and laying out installation reference points
- fabricating or modifying metal parts and assembling components using lathes, drilling machines, hand tools and welding equipment
- selecting, cutting and connecting wire or cable to terminals or connectors
- lubricating bearings and moving parts of mechanisms
- repairing or replacing faulty wiring and defective parts
- reassembling and test-operating unit

OCCUPATIONS

4303-01 Supervisor, Electrical Fitters

4303-11 Electrical Equipment Fitter
Armature Winder (s)
Electrical Instrument Fitter (s)
Heavy Coil Winder (s)

4303-13 Electrical Appliance Servicer

4303-91 Apprentice Electrical Fitter

RELATED OCCUPATIONS

4213-11 Precision Instrument Maker and Repairer
4309-11 Electrical Mechanic

4305 AUTOMOTIVE ELECTRICIANS

AUTOMOTIVE ELECTRICIANS install, repair and maintain electrical wiring and components in automobiles. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities issue licences for certain classes of work.

TASKS include:

- installing gauges, alternators, capacitors, starter motors and other such electrical equipment
- connecting electrical accessories to power supply
- testing for and locating electrical malfunctions
- replacing defective items and parts
- repairing defective ignition and electrical wiring

OCCUPATIONS

4305-01 Supervisor, Automotive Electricians

4305-11 Automotive Electrician
Automotive Electrical Fitter (a)

4305-91 Apprentice Automotive Electrician

4307 REFRIGERATION AND AIR-CONDITIONING MECHANICS

REFRIGERATION AND AIR-CONDITIONING MECHANICS assemble, install, service and repair refrigeration and air-conditioning units and systems. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities issue licences for certain classes of work.

TASKS include:

- measuring and laying out installation reference points
- installing refrigeration or air-conditioning components such as compressors
- installing compressors, motors, condensers, evaporators, switches, gauges and piping
- connecting piping and component parts to form complete circulatory system
- testing system for leaks using test gas or fluid and vacuum pumping equipment
- filling units with refrigerant
- servicing equipment, and testing for defects
- repairing or replacing defective parts, and recharging systems with refrigerant

OCCUPATIONS

4307-01 Supervisor, Refrigeration and Air-Conditioning Mechanics

4307-11 Air-Conditioning Mechanic
Air-Conditioning Technician (a)

4307-13 Refrigeration Mechanic
Refrigeration Fitter (a)

4307-91 Apprentice Refrigeration and Air-Conditioning Mechanic

4309 ELECTRICAL MECHANICS

ELECTRICAL MECHANICS install, maintain and repair electrical wiring and related equipment in houses, ships, trains, commercial and industrial sites and establishments. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities issue licences for certain classes of work.

TASKS include:

- examining wiring diagrams and installation areas to determine layout of wiring system
- positioning and installing electrical switchboards

TRADESPERSONS

- measuring, cutting and installing conduit
- splicing wires by twisting and soldering
- connecting wires to circuit breakers, transformers, timers and other electrical equipment to complete circuit
- connecting power distribution system to power systems
- installing switches, light fittings and earthing systems
- testing circuits for safety, and checking for defects
- repairing or replacing defective components or systems

OCCUPATIONS

- 4309-01 Supervisor, Electrical Mechanics**
- 4309-11 Electrical Mechanic**
Electrician (a)
Electrical Contractor (s)
- 4309-13 Electrician (Special Class)**
- 4309-91 Apprentice Electrical Mechanic**
Apprentice Electrician (a)

4311 COMMUNICATIONS EQUIPMENT TRADESPERSONS

COMMUNICATIONS EQUIPMENT TRADESPERSONS install, maintain and repair external telecommunications equipment, telecommunications appliances, electronic broadcasting and telecine equipment and instruments and systems used for monitoring and process control. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate. State authorities issue licences for certain classes of work.

TASKS include:

- erecting, testing and maintaining aerial wires
- installing underground cables for telephone, radio and computer transmission
- installing telephones in homes and computerised switchboards in office blocks
- installing alarm, radar, medical monitoring, two-way radio and computer systems
- dismantling and examining equipment
- locating defective components or circuitry using electronic testing instruments
- replacing or repairing defective components and parts, lines and cables
- assembling and soldering equipment

OCCUPATIONS

- 4311-01 Supervisor, Communications Equipment Tradespersons**
Telecommunications Line Supervisor (a)
- 4311-11 Broadcasting Tradesperson**
Broadcasting Technician (a)
- 4311-13 Telecommunications Tradesperson**
Telecommunications Technician (a)
- 4311-15 Telecommunications Line**

GROUP DEFINITIONS

Serviceman/woman

Telecommunications Lineman/woman (a)
Radio Lineman/woman (s)
Telecommunications Cable Jointer (s)

- 4311-91 Trainee Communications Equipment Tradesperson**
Telecommunications Line
Serviceman/woman-in-Training (s)
Telecommunications
Lineman/woman-in-Training (s)
Telecommunications
Technician-in-Training (s)
Trainee Telecommunications
Lineman/woman (s)

- 4311-99 Communications Equipment Tradespersons nec**
Alarms Installer (s)

4313 RADIO AND TELEVISION SERVICERS

RADIO AND TELEVISION SERVICERS maintain and repair radio and television receivers, tape recorders, phonographs and video cassette recorders. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- observing reception to determine nature of malfunction
- performing voltage and resistance tests and waveform check using electronic testing equipment
- adjusting controls of colour receiver using colour bar generator
- examining motors of record turntables and tape recorders
- repairing or replacing defective parts

OCCUPATIONS

- 4313-01 Supervisor, Radio and Television Servicers**
- 4313-11 Radio and Television Servicer**
Radio and Television Repairer (a)
Radio Mechanic (s)
Television Mechanic (s)
Video Technician (s)
- 4313-91 Apprentice Radio and Television Servicer**

4315 OFFICE EQUIPMENT AND COMPUTER SERVICERS

OFFICE EQUIPMENT AND COMPUTER SERVICERS install, service and repair computer hardware, vending machines, typewriters, calculating, adding and book-keeping machines, cash registers and other such office equipment. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

GROUP DEFINITIONS

TASKS include:

- dismantling machines and examining components
- adjusting, repairing and replacing worn or defective parts using hand tools and soldering equipment
- lubricating moving parts
- setting up test equipment to evaluate functional and operational performance and locate circuitry defects
- repairing and replacing defective wiring
- reassembling machinery

OCCUPATIONS

- 4315-01 Supervisor, Office Equipment and Computer Servicers**
- 4315-11 Office Equipment Servicer**
Business Equipment Mechanic (a)
- 4315-13 Computer Servicer**
Computer Technician (a)
- 4315-91 Trainee Office Equipment and Computer Servicer**
Apprentice Office Equipment and Computer Servicer (s)

TRADESPERSONS

4399 OTHER ELECTRICAL AND ELECTRONICS TRADESPERSONS

This unit group covers occupations not elsewhere classified in Minor Group 43, Electrical and Electronics Tradespersons.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

OCCUPATIONS

- 4399-01 Supervisor, Other Electrical and Electronics Tradespersons**
Supervisor, Lift Mechanics (s)
- 4399-11 Lift Mechanic**
Lift Electrician (a)
- 4399-13 Vending Machine Servicer**
Amusement Machine Mechanic (s)
Poker Machine Servicer (s)
- 4399-99 Electrical and Electronics Tradespersons nec**
Apprentice Electronic Instrumentation Tradesperson (s)
Electronic Instrument and Control Tradesperson (s)
Electronic Instrument Tradesperson (Complex Systems) (s)

MINOR GROUP 44 BUILDING TRADESPERSONS

BUILDING TRADESPERSONS construct, install, and repair buildings, civil engineering structures, plumbing and theatrical sets; finish surfaces by tiling or applying sheet materials or liquids; and design and paint signs.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Building Tradespersons typically include examining plans and specifications; selecting appropriate materials, components and fittings; erecting scaffolding; cutting, mixing, assembling and/or applying materials and components to achieve desired effect, using a variety of hand-held, power and other tools; checking accuracy of work; repairing and replacing damaged fixtures and sections of structures and surfaces; and cleaning equipment and work area.

This minor group includes Joiners, although they work off site, because they construct fixtures which are installed as structural components of buildings.

Cabinetmakers are excluded from this minor group because the items they fabricate are not structural components of buildings. They are located in Unit Group 4903, Cabinetmakers.

Occupations in this minor group are classified into the following unit groups:

- 4401 CARPENTERS AND JOINERS**
- 4403 BRICKLAYERS**
- 4405 PAINTERS, DECORATORS AND SIGNWRITERS**
- 4407 PLASTERERS**
- 4409 PLUMBERS**
- 4411 ROOF SLATERS AND TILERS**
- 4413 WALL AND FLOOR TILERS**

4401 CARPENTERS AND JOINERS

CARPENTERS AND JOINERS construct, erect, install, renovate and repair wooden structures and fixtures used in internal and external building frameworks, dams, bridges and theatrical sets. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate in carpentry and/or joining. State Licensing Boards may require self-employed tradespersons to be registered.

TASKS include:

- determining details of work from plans and specifications
- selecting appropriate timber and materials
- cutting timber to size using hand or power tools
- assembling and installing fixtures and structures
- checking the accuracy of work with a square rule and spirit level

COMMENTS

Materials other than wood may be used, such as plastic laminates, perspex and metals.

OCCUPATIONS

4401-01 Supervisor, Carpenters and Joiners

4401-11 Carpenter
Fixing Carpenter (s)
Formwork Carpenter (s)
Prop and Scenery Maker (s)
Shop Fitter (s)

4401-13 Joiner
Joinery Patternmaker (s)
Joinery Setter-out (s)

4401-91 Apprentice Carpenter and Joiner
Apprentice Carpenter (s)
Apprentice Joiner (s)

RELATED OCCUPATIONS

4901 Wood Machinists and Turners
4903 Cabinetmakers
4905 Other Wood Tradespersons

4403 BRICKLAYERS

BRICKLAYERS lay bricks, stones, tiles and building blocks to construct and repair structures such as walls, foundations and arches; or equipment such as boilers, industrial ovens, furnaces, kilns and smelters. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate in bricklaying. State Licensing Boards may require self-employed tradespersons to be licensed.

TASKS include:

- examining plans and specifications
- erecting scaffolding and positioning supporting frames for brickwork
- spreading mortar over bricks, blocks or tiles and laying in place, removing excess mortar with trowel
- checking each row for vertical and horizontal alignment
- shaping bricks to fit irregular spaces
- spreading high heat plastic refractory mixes over exposed brickwork to prevent deterioration
- repairing and maintaining brick and related structures and equipment

OCCUPATIONS

4403-01 Supervisor, Bricklayers

4403-11 Bricklayer
 Blocklayer (a)
 Arch Builder (s)
 Chimney Builder (s)
 Refractory Bricklayer (s)
 Retort Setter (Bricklaying) (s)
 Tuckpointer (s)

4403-91 Apprentice Bricklayer

4405 PAINTERS, DECORATORS AND SIGNWRITERS

PAINTERS, DECORATORS AND SIGNWRITERS apply paint, varnish and other finishes to walls and ceilings, or cover them with paper, vinyl or fabrics, to protect and decorate surfaces of domestic, commercial and industrial buildings; or design and paint signs for displays, buildings and other structures. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate in painting, decorating and/or signwriting.

TASKS include:

- studying proposals, sketches or written instructions and conferring with client to confirm nature and style of work to be undertaken
- determining type and quantity of materials required
- erecting scaffolding and setting up brushes and equipment
- preparing surfaces by cleaning and sanding
- selecting and mixing paint or adhesive
- marking out and painting sign, wall or other surface using roller, spraygun or brush and metal stick
- cleaning and maintaining equipment and work area
- applying paper, vinyl, fabric or similar wall covering materials

OCCUPATIONS

4405-01 Supervisor, Painters, Decorators and Signwriters

4405-11 Painter and Decorator
 Industrial Painter (Structures) (s)

4405-13 Paperhanger

4405-15 Signwriter
 Signcraftsman/woman (a)

4405-91 Apprentice Painter, Decorator and Signwriter

4407 PLASTERERS

PLASTERERS apply plaster, cement or similar materials and fix fibrous sheets to the interior or exterior of domestic and commercial buildings. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate in plastering.

TASKS include:

- erecting scaffolding
- mixing plaster to desired consistency, applying and smoothing coats of plaster using a trowel and creating decorative textures in finish coats
- straightening corners, angles and surfaces
- finishing surfaces with acoustic, insulating and fireproofing materials
- determining fibreboard layout and installing insulation and vapour barriers
- measuring and marking surfaces to prepare them for fibreboard installation
- cutting fibreboard and fixing it in place, securing with metal corner beads
- covering joints and nail holes and finishing surface

OCCUPATIONS

4407-01 Supervisor, Plasterers

4407-11 Solid Plasterer
 Cement Plasterer (a)
 Cement Renderer (a)

4407-13 Fibrous Plasterer
 Fibrous Plaster Fixer (a)
 Fibrous Plaster Setter (a)
 Plasterboard Fixer (a)

4407-91 Apprentice Plasterer

4409 PLUMBERS

PLUMBERS install and repair pipelines, plumbing and related equipment for water, gas, sewerage and other systems in residential, commercial and industrial establishments. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate in plumbing. Plumbers are registered by state authorities, and licensing may be obtained in various areas of plumbing after further study.

TRADESPERSONS

TASKS include:

- determining layout of pipeline systems and materials required from drawings and specifications
- locating and marking positions for connections, fixtures etc., and areas of trenches to be excavated
- cutting holes and excavating through floors and walls and directing excavation for tanks, sillage pits and transpiration beds
- measuring, cutting, threading and bending pipes
- welding, threading, cementing or soldering pipes together
- assembling and installing pipelines, connecting pipes to various components, equipment and appliances
- testing and adjusting lines, control mechanisms and sewerage systems
- ensuring compliance with relevant codes and by-laws

OCCUPATIONS

- 4409-01 Supervisor, Plumbers**
Supervisor, Drainers (s)
Supervisor, Gas Fitters (s)
- 4409-11 Plumber (General)**
Pipe Fitter (Plumbing) (s)
Pipe Joiner (s)
Roof Plumber (s)
Sprinkler Fitter (s)
- 4409-13 Gasfitter**
Gas-main and Line Fitter (a)
Leadburner (s)
Liquid Petroleum Gasfitter (s)
Pinpointer (s)
- 4409-15 Drainer**
Drain Cleaner (s)
Septic Tank Installer (s)
- 4409-91 Apprentice Plumber**
Apprentice Drainer (s)
Apprentice Gasfitter (s)
Apprentice Leadburner (s)
Apprentice Sprinkler Fitter (s)

4411 ROOF SLATERS AND TILERS

ROOF SLATERS AND TILERS cover structures with roof tiles, sheets or shingles to form a waterproof surface. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate. State Licensing Boards may require self-employed tradespersons to be licensed.

GROUP DEFINITIONS

TASKS include:

- determining layout for tiles and materials required from drawings and specifications
- erecting ladders and scaffolding and securing waterproof sheets under eaves
- nailing or stapling roof underlay to roof
- aligning and securing starter row of roofing material, and laying successive overlapping layers
- cutting roofing material to fit around vents, chimney edges, ridges and corners
- fixing edge and ridge tiles in mortar or cement

OCCUPATIONS

- 4411-01 Supervisor, Roof Slaters and Tilers**
- 4411-11 Roof Slater and Tiler**
Roof Fixer (s)
Roof Shingler (s)
- 4411-91 Apprentice Roof Slater and Tiler**

4413 WALL AND FLOOR TILERS

WALL AND FLOOR TILERS lay various types of tiles on external and internal walls and floors to provide a protective and decorative finish. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate. State Licensing Boards may require self-employed tradespersons to be licensed.

TASKS include:

- examining plans, measuring and marking surface to be covered and laying out work
- preparing surface by removing old tile, grout and adhesive, and cleaning with soap and water
- spreading adhesive onto surface, setting tile in position and aligning it using level, square, plumb line and straight-edge
- cleaning tiles and removing excess grout

OCCUPATIONS

- 4413-01 Supervisor, Wall and Floor Tilers**
- 4413-11 Wall and Floor Tiler**
Wall and Floor Tile Fixer (a)
Ceramic Tiler (s)
Mosaic Tiler (s)
Terrazzo Floor Layer (s)
- 4413-91 Apprentice Wall and Floor Tiler**

MINOR GROUP 45 PRINTING TRADESPERSONS

PRINTING TRADESPERSONS prepare, set and duplicate type prior to printing, reproduce camera-ready copy onto film, plate, cylinder or screen printing stencil, set up and operate all types of printing machines, and bind and finish the printed products.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Printing Tradespersons typically include composing and making up pages for typesetting; making plastic or rubber moulds of formes for duplicates needed in multiple and/or long printing runs; treating film, plates, cylinders and moulds with chemicals; setting up, operating and monitoring machines used in typesetting, photographing copy, printing and cutting, folding, collating and binding printed material; finishing book covers and edges using hand tools; performing routine maintenance and minor repairs on machinery; and cleaning equipment.

Occupations in this minor group are classified into the following unit groups:

- 4501 COMPOSITORS**
- 4503 GRAPHIC REPRODUCTION TRADESPERSONS**
- 4505 PRINTING MACHINISTS**
- 4507 BINDERS AND FINISHERS**
- 4509 STEREOTYPERS AND ELECTROTYPERS**
- 4511 SCREEN PRINTERS**

4501 COMPOSITORS

COMPOSITORS set and lay out type and other material by hand or machine prior to printing. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- planning and composing pages in metal, bromide or film
- setting up and operating keyboard controlled type-casting machines
- casting lines of type in hot metal and/or cold type
- entering and manipulating copy on visual display terminals of computerised phototypesetting systems
- processing output from computerised system to obtain image on bromide or film

OCCUPATIONS

- 4501-01 Supervisor, Compositors**
- 4501-11 Composer
Typesetter (s)**
- 4501-91 Apprentice Composer**

4503 GRAPHIC REPRODUCTION TRADESPERSONS

GRAPHIC REPRODUCTION TRADESPERSONS prepare and develop film (in negative or positive form), printing plates or cylinders for gravure printing. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- operating photographic equipment to reproduce camera-ready copy onto film, plate or cylinder
- treating plates and cylinders chemically
- developing film positives or negatives or bromides
- chrome-plating and polishing plates and cylinders
- dot etching, retouching and correcting film
- printing and examining proofs to check quality and correcting where necessary

OCCUPATIONS

- 4503-01 Supervisor, Graphic Reproduction
Tradespersons**
- 4503-11 Plate Preparer (Printing)
Plate Maker(Printing) (a)
Etcher-Finisher (Photo Engraving) (s)
Flexographic Plate Maker (s)
Gravure Plate Preparer (s)
Letterpress Plate Maker (s)
Lithographic Plate Preparer (s)
Proofer-Finisher (Printing) (s)**

TRADESPERSONS

- 4503-13 Cylinder Preparer (Printing)**
Cylinder Reviser (s)
Depositor and Grinder (s)
Proofer (Printing) (s)
- 4503-15 Image Preparer (Printing)**
Electronic Scanner Operator (Printing) (s)
Process Camera Operator (Printing) (s)
Retoucher and Planner (Printing) (s)
- 4503-91 Apprentice Graphic Reproduction Tradesperson**

4505 PRINTING MACHINISTS

PRINTING MACHINISTS set up and operate letterpress, lithographic, flexographic, gravure, newspaper, small offset or screen printing presses. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- preparing image material, photoengravings, stereotypes, electrotypes, hot metal type and/or printing plates
- setting and adjusting paper-feed mechanism, delivery mechanism, cylinders, inking and distributor rollers and other machine functions
- selecting, matching and mixing coloured inks and regulating paper and ink supply during print run
- monitoring machine operation and printing quality
- maintaining production records
- cleaning and maintaining, presses and performing minor repairs

OCCUPATIONS

- 4505-01 Supervisor, Printing Machinists**
- 4505-11 Letterpress Printing Machinist**
- 4505-13 Lithographic Printing Machinist**
- 4505-15 Flexographic or Gravure Printing Machinist**
- 4505-17 Newspaper Press Machinist (Metropolitan)**
- 4505-19 Small Offset Printing Machinist**
- 4505-91 Apprentice Printing Machinist**

4507 BINDERS AND FINISHERS

BINDERS AND FINISHERS bind and/or finish books and printed products by hand or machine. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- binding books and repairing book bindings
- edge-gilding, bevelling, marbling or otherwise

GROUP DEFINITIONS

- finishing book covers using hand tools
- folding, collating and sewing signatures (sheets) by hand or machine
- cutting and trimming paper using manual and automatic guillotines
- operating machines to bind and finish books and other printed products

OCCUPATIONS

- 4507-01 Supervisor, Binders and Finishers**
- 4507-11 Binder and Finisher**
Paper Guillotine Operator (Bookbinding) (s)
- 4507-91 Apprentice Binder and Finisher**

4509 STEREOTYPERS AND ELECTROTYPERS

STEREOTYPERS AND ELECTROTYPERS make duplicates of prepared formes (assemblages) of type and other material for long-run or multiple printing operations. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- pressing pliable rubber or plastic matrix against forme to make mould
- pouring molten metal into mould either by hand or casting machine
- trimming, shaving or levelling plate using hand tools or machines
- treating and electroplating moulds chemically
- maintaining plating baths and repairing damaged plates
- filing and storing matrices

OCCUPATIONS

- 4509-01 Supervisor, Stereotypers and Electrotypers**
- 4509-11 Stereotyper and Electrotyper**
- 4509-91 Apprentice Stereotyper and Electrotyper**

4511 SCREEN PRINTERS

SCREEN PRINTERS make stencils either by hand or photographically for use by a screen printing machine or on a hand bench, print from stencil using machine or bench. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- designing work for hand-cut or photographic stencils
- hand-cutting stencils

GROUP DEFINITIONS

TRADESPERSONS

- tracing stencils from master sketches
- preparing photographic stencils
- applying stencils to screens
- operating a camera, preparing and exposing fine and coarse screen, half tone and line, wet and/or dry plate or film negatives and positives
- printing on paper or fabric using stencil, screen and ink, or dye-impregnated sponge or cloth, or using printing machine

OCCUPATIONS

4511-01 Supervisor, Screen Printers

4511-11 Screen Printer
Screen Printing Stencil Preparer (s)

4511-91 Apprentice Screen Printer

MINOR GROUP 46 VEHICLE TRADESPERSONS

VEHICLE TRADESPERSONS repair motor vehicles, construct and paint specialised vehicle bodies, and fit or replace interior trim and upholstery in vehicles.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Vehicle Tradespersons typically include assessing faults and damage, and estimating repair and replacement costs; dismantling engines, or removing damaged panels or interior trim; repairing faulty parts using a variety of machines and hand-held tools; making and fitting replacement parts; painting repaired vehicle surfaces; and constructing, modifying, painting and upholstering specialised vehicle bodies.

This minor group includes trimmers who work on aircraft, train and boat upholstery because their tasks are similar to the tasks of those who work on road vehicles and are often performed by the same persons.

Occupations concerned with the manufacture of production-line vehicles are excluded from this minor group because each involves only one phase in the manufacturing process and requires the performance of a narrow range of routine tasks. They are located in Minor Group 81, Trades Assistants and Factory Hands. Vehicle Accessories Fitters are also excluded because they perform a narrow range of routine tasks. They are located in Unit Group 8923, Vehicle Accessories Fitters. Diesel Fitter-Mechanics are excluded because they fabricate replacement parts rather than installing pre-fabricated parts. They are located in Unit Group 4103, Metal Fitters and Machinists.

Occupations in this minor group are classified into the following unit groups:

- 4601 VEHICLE MECHANICS**
- 4603 PANEL BEATERS**
- 4605 VEHICLE PAINTERS**
- 4607 VEHICLE BODY MAKERS**
- 4609 VEHICLE TRIMMERS**

4601 VEHICLE MECHANICS

VEHICLE MECHANICS maintain, test and repair motor vehicles, parts and sub-assemblies and repair small engines and other propulsion or associated systems in boats, motor cycles and like equipment. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities may issue licences for certain classes of work.

TASKS include:

- diagnosing faults by listening to engine or operating specialised testing equipment
- removing engine, transmission or differential assemblies using hand tools and lifting equipment
- dismantling assembly, checking parts
- repairing or replacing defective parts
- reassembling, testing and adjusting sub-assembly, reinstalling in vehicle
- tuning engine
- relining and adjusting brakes, replacing worn shock absorbers, changing oil and air filters, lubricating vehicle parts

OCCUPATIONS

- 4601-01 Supervisor, Vehicle Mechanics**
- 4601-11 Motor Mechanic**
Automotive Air-Conditioning Mechanic (s)
Brake Mechanic (s)
Diesel Motor Mechanic (s)
- 4601-13 Small Engine Mechanic**
Lawnmower Mechanic (s)
Motorcycle Mechanic (s)
Outboard Motor Mechanic (s)
- 4601-91 Apprentice Motor Mechanic**
Apprentice Brake Mechanic (s)
Apprentice Diesel Motor Mechanic (s)
Apprentice Motorcycle Mechanic (s)
Apprentice Small Engine Mechanic (s)

RELATED OCCUPATIONS

- 4103 Metal Fitter and Machinists
- 7303-13 Marine Engine and Boiler Operator

4603 PANEL BEATERS

PANEL BEATERS repair motor vehicle bodies and panels. They may supervise, or receive training in,

GROUP DEFINITIONS

occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. State authorities may issue licences for certain classes of work.

TASKS include:

- removing damaged panels and parts or removing upholstery and accessories to gain access to damaged areas
- placing specially shaped metal tools against dented surface and pounding opposite surface with hammer to remove dents
- straightening badly damaged vehicles using mechanical and hydraulic equipment
- filling depressions with plastic filler, filing, grinding and sanding repaired surfaces

OCCUPATIONS

4603-01 Supervisor, Panel Beaters

4603-11 Panel Beater

4603-91 Apprentice Panel Beater

4605 VEHICLE PAINTERS

VEHICLE PAINTERS prepare vehicle surfaces, mix paint colours and spray-paint vehicles. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- filing or chiselling rough spots
- sanding surfaces by hand or with electric sander
- covering areas not to be painted with masking tape and paper
- selecting or mixing paint shade to match existing vehicle colour
- applying primer and finish coats with spray-gun, rubbing down surface between coats
- removing masking papers, waxing and polishing finished paintwork

OCCUPATIONS

4605-01 Supervisor, Vehicle Painters

4605-11 Vehicle Painter

4605-91 Apprentice Vehicle Painter

4607 VEHICLE BODY MAKERS

VEHICLE BODY MAKERS fabricate and repair specialised vehicle bodies including bus, fire engine,

TRADESPERSONS

coach, carriage and wagon bodies. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- constructing framework sections in metal, wood, fibreglass or substitute materials using stretching and shrinking machinery and welding equipment
- bolting, screwing, rivetting or welding sections together to form complete framework
- cutting and shaping panels of sheetmetal, aluminium or reinforced plastic and attaching to framework using hand and power tools
- altering assembly line vehicles to special requirements

OCCUPATIONS

4607-01 Supervisor, Vehicle Body Makers

4607-11 Vehicle Body Maker
Vehicle Body Builder (a)
Coach Builder (s)

4607-91 Apprentice Vehicle Body Maker

4609 VEHICLE TRIMMERS

VEHICLE TRIMMERS make, install, repair and replace the interior trimmings and upholstery of vehicles. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- removing old coverings or fittings from vehicle and taking new measurements
- selecting and cutting pieces of fabric, vinyl or leather using shears or electrical tools
- sewing pieces together using heavy duty sewing machine
- installing lining, floor coverings and arm rests in vehicle
- attaching door trims, rubber seals, locks and handles

OCCUPATIONS

4609-01 Supervisor, Vehicle Trimmers

4609-11 Vehicle Trimmer
Vehicle Upholsterer (s)

4609-91 Apprentice Vehicle Trimmer

MINOR GROUP 47 FOOD TRADESPERSONS

FOOD TRADESPERSONS perform the more complex tasks in various stages of the preparation of food, applying technical expertise and knowledge of the properties of food.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Food Tradespersons typically include slaughtering livestock and cutting carcasses into standard cuts of meat; milling grains; selecting, measuring, cutting up, mixing and shaping ingredients using various techniques and appliances; cooking foodstuffs using ovens, hotplates, grills and similar equipment, and chilling food, monitoring temperature and elapsed time throughout; and planning menus, considering factors of nutrition, taste, colour and texture.

Occupations involving the operation of a single food processing machine to perform one phase in the manufacturing process are excluded from this minor group. They are located in Unit Group 7431, Food Processing Machine Operators.

Occupations in this minor group are classified into the following unit groups:

- 4701 MEAT TRADESPERSONS**
- 4703 BAKERS AND PASTRYCOOKS**
- 4705 COOKS**
- 4799 OTHER FOOD TRADESPERSONS**

4701 MEAT TRADESPERSONS

MEAT TRADESPERSONS slaughter livestock, cut, trim, select and prepare meat to be packed and sold to establishments (e.g. restaurants and smallgoods manufacturers) or to the public. They may supervise or receive training in, occupations in this group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. A licence, permit or lease to operate is required by local government authorities.

TASKS include:

- slaughtering livestock (including poultry) in abattoirs
- cutting or sawing carcasses into manageable proportions
- cutting or trimming standard cuts of meat using hand tools or power equipment
- removing bones
- feeding boneless meat through roller cutter of cubing machine to cube or tenderise
- operating mincer (grinder), mixer, patty-forming or sausage-forming machinery
- seasoning, pickling or curing meat
- shaping and tying roasts and poultry

OCCUPATIONS

- 4701-01 Supervisor, Meat Tradespersons**
Supervisor, Abattoir Workers (s)
Supervisor, Smallgoods Makers (s)
- 4701-11 Butcher**
- 4701-13 Smallgoods Maker**

4701-15 Slaughterman/woman

- 4701-91 Apprentice Meat Tradesperson**
Apprentice Butcher (s)
Apprentice Slaughterman/woman (s)
Apprentice Smallgoods Maker (s)

4703 BAKERS AND PASTRYCOOKS

BAKERS AND PASTRYCOOKS prepare and bake buns, cakes, bread loaves and rolls, and operate forming machines to make biscuits. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. 2 years on-the-job training is the usual.

TASKS include:

- checking cleanliness and operation of equipment before production runs to ensure health and safety regulations are met
- weighing and mixing ingredients
- mixing, kneading, cutting, moulding and shaping dough by hand
- operating machines which roll and mould dough or cut biscuits
- adjusting moulding dies, cutters or rollers on machines
- co-ordinating the loading and unloading of ovens
- monitoring baking times, temperatures and appearance of products

GROUP DEFINITIONS

TRADESPERSONS

OCCUPATIONS

- 4703-01** Supervisor, Bakers and Pastrycooks
- 4703-11** Pastrycook
Cake Decorator (s)
- 4703-13** Baker
Doughmaker (s)
- 4703-15** Biscuit Maker
- 4703-91** Apprentice Baker and Pastrycook

4705 COOKS

COOKS plan menus, and prepare and cook food in catering, dining, domestic or other establishments. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate.

TASKS include:

- planning menus on the basis of available ingredients, preferred style, and customers' tastes
- requisitioning food, kitchen supplies and equipment
- examining foodstuffs to ensure quality
- preparing and cooking meat, fish, vegetables and other foods using a variety of methods
- seasoning food during cooking according to personal judgement, experience or recipes
- portioning food, adding sauces, gravies and garnishes
- cleaning or supervising cleaning of utensils, dishes, equipment and work area

OCCUPATIONS

- 4705-01** Supervisor, Cooks
Executive Chef (s)
- 4705-11** Chef
Sous-Chef (s)
- 4705-13** Qualified Cook
- 4705-91** Apprentice Cook
- 4705-99** Cooks nec
Domestic Cook (s)
Shearers' Cook (s)

RELATED OCCUPATIONS

- 7431-27** Food Factory Cook
- 8919** Kitchenhands

4799 OTHER FOOD TRADESPERSONS

This unit group covers occupations not elsewhere classified in Minor Group 47, Food Tradespersons.

SKILL LEVEL

The entry requirement for this unit group is a trade or apprenticeship certificate. A certificate or licence from an appropriate state authority may be required to

practise as a Buttermaker or Cheesemaker.

OCCUPATIONS

- 4799-01** Supervisor, Other Food Tradespersons
Supervisor, Buttermakers (s)
Supervisor, Cheesemakers (s)
Supervisor, Confectioners (s)
Supervisor, Millers (s)
- 4799-11** Miller
Stockfeed Miller (s)
- 4799-13** Buttermaker
- 4799-15** Cheesemaker
- 4799-17** Confectioner
- 4799-91** Apprentice, Other Food Trades
Apprentice Buttermaker (s)
Apprentice Cheesemaker (s)
Apprentice Confectioner (s)
- 4799-93** Trainee Miller

MINOR GROUP 48

AMENITY HORTICULTURAL TRADESPERSONS

AMENITY HORTICULTURAL TRADESPERSONS propagate and nurture plants, and establish and maintain gardens and surfaces on which sports are played.

Occupations in this minor group have a level of skill commensurate with a 4 year trade certificate, usually obtained by apprenticeship.

Tasks performed by Amenity Horticultural Tradespersons typically include preparing soil for planting; planting seeds, propagating plants by budding or grafting, and transplanting seedlings; fertilising soil at regular intervals; operating irrigation systems to water plants and turf; removing pests, weeds and garden debris, and treating diseased plants; maintaining turf or synthetic surfaces, and repairing or replacing damaged sections; preparing plants for sale in nurseries, and turf for sporting events; planning and constructing domestic garden and other landscapes; and recording dates and other details of plantings, yields and treatments.

Landscape Architects are excluded from this minor group because they are concerned solely with the design rather than the construction of landscapes. They are located in Unit Group 2201, Architects and Landscape Architects.

Occupations in this minor group are classified into the following unit groups:

- 4801 NURSERYMEN/WOMEN**
- 4803 GREENKEEPERS**
- 4805 GARDENERS**

4801 NURSERYMEN/WOMEN

NURSERYMEN/WOMEN propagate and nurture trees, shrubs, ornamental and flowering plants in a plant nursery. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- preparing potting media or containers for planting
- selecting and planting seeds, bulbs or cuttings and propagating plants by budding and grafting
- recording soil mixtures, plantings, treatments, losses and yields
- watering plants and controlling automatic watering operations
- controlling pests, diseases, weeds and nutritional and environmental plant disorders
- selecting and packaging plants for presentation and delivery

OCCUPATIONS

- 4801-01 Supervisor, Nurserymen/women**
Supervisor, Plant Nursery (s)
- 4801-11 Nurseryman/woman**
Plant Propagator (a)
- 4801-91 Apprentice Nurseryman/woman**

4803 GREENKEEPERS

GREENKEEPERS establish fine turf and lawns and maintain grassed or synthetic surfaces used for sport. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- mowing, rolling and levelling turf using hand or power driven equipment
- installing, maintaining and operating irrigation and drainage systems
- repairing green damage and controlling pests, diseases and weeds
- installing nets, posts and stumps, marking out lines and logos to prepare ground for play

OCCUPATIONS

- 4803-01 Head Greenkeeper**
Head Groundsman/woman (a)
Golf Course Superintendent (s)
Sporting Facility Curator (s)
- 4803-11 Greenkeeper**
Groundsman/woman (a)
- 4803-91 Apprentice Greenkeeper**

4805 GARDENERS

GARDENERS cultivate and maintain plants, plan and construct gardens, landscapes, inspect and treat plants to improve their health and appearance. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate or a 3 year diploma in landscape gardening. Up to 1 year on-the-job training is usual for Tree Surgeons.

TASKS include:

- drawing and interpreting plans and preparing landscape construction schedules
- estimating and ordering landscaping materials
- planting and transplanting lawns, flowers, shrubs and trees
- mowing lawns using hand or power driven mowers
- pruning, fertilising and watering plants and controlling pests and diseases
- constructing garden features and facilities
- felling trees and lopping limbs using chain or hand saws
- treating damaged or diseased trees with protective materials

OCCUPATIONS

- 4805-01 Head Gardener**
Supervisor, Landscape Gardeners (s)
- 4805-11 Gardener (General)**
- 4805-13 Landscape Gardener**
Landscape Horticulturist (a)
- 4805-15 Tree Surgeon**
Arboriculturist (a)
Tree Doctor (a)
- 4805-91 Apprentice Gardener**
Apprentice Landscape Gardener (s)

MINOR GROUP 49 MISCELLANEOUS TRADESPERSONS

This residual minor group covers occupations in Major Group 4, Tradespersons, which are not included in Minor Groups 41-48 above.

Occupations in this minor group are classified into the following unit groups:

- 4901 WOOD MACHINISTS AND TURNERS**
- 4903 CABINETMAKERS**
- 4905 OTHER WOOD TRADESPERSONS**
- 4907 MARINE CONSTRUCTION TRADESPERSONS**
- 4909 BLASTING TRADESPERSONS**
- 4911 GARMENT TRADESPERSONS**
- 4913 UPHOLSTERERS AND BEDDING TRADESPERSONS**
- 4915 SHOEMAKING AND REPAIRING TRADESPERSONS**
- 4917 OTHER LEATHER AND CANVAS TRADESPERSONS**
- 4919 FLOOR COVERERS**
- 4921 GLASS TRADESPERSONS**
- 4923 JEWELLERY AND PRECIOUS METALWARE TRADESPERSONS**
- 4925 CRAFTWORKERS**
- 4927 HAIRDRESSERS**
- 4929 SHEEP SHEARERS**
- 4931 ANIMAL TRAINERS**
- 4999 OTHER TRADESPERSONS**

4901 WOOD MACHINISTS AND TURNERS

WOOD MACHINISTS AND TURNERS set up and operate woodworking machines and wood turning lathes to shape wood stock. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate. For Wood Machinists (B-Grade) and Wood Machinists (C-Grade) 6-12 months and 1-2 months on-the-job training respectively is usual.

TASKS include:

- determining job requirements from drawings, specifications, work orders or sample parts
- installing selected cutting edge or drill bit in woodworking machine
- installing guides, fixtures or jigs to table or bed of machine, adjusting angle and height of table and adjusting feed rollers to control movement of workpiece
- operating machine to cut, plane, shape and sand workpiece
- positioning wood stock in wood turning lathe, and adjusting turning speed of lathe
- placing selected chisel in contact with rotating wood stock to cut and shape workpiece

OCCUPATIONS

- 4901-01 Supervisor, Wood Machinists and Turners**

- 4901-11 Wood Machinist (A-Grade)**
Automatic Profile Sander Operator (s)
Copy Lathe Operator (s)
Double-End Tenoner Operator (s)
Edge Bander Operator (s)
Jig Maker (Wood) (s)
Panel Saw Operator (s)
Program Router Cutter (s)
Woodworking Machine Setter (s)

- 4901-13 Wood Turner**
Wood Turning Lathe Operator (s)

- 4901-15 Wood Machinist (B-Grade)**

- 4901-17 Wood Machinist (C-Grade)**

- 4901-91 Apprentice Wood Machinist**

- 4901-93 Apprentice Wood Turner**

4903 CABINETMAKERS

CABINETMAKERS fabricate and assemble wooden parts to make and repair furniture. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

GROUP DEFINITIONS

TASKS include:

- determining job requirements from drawings or other specifications and selecting wood and/or prepared furniture parts
- marking out, cutting and shaping wood using saws, chisels, planes, powered hand tools and woodworking machines to form furniture parts
- fitting parts together to form sections of furniture using glue, clamps, nails, dowels or screws
- assembling sections of furniture to form completed article
- fitting hinges, locks, catches, drawers and shelves
- repairing damaged furniture and cabinets

OCCUPATIONS

4903-01 Supervisor, Cabinetmakers

4903-11 Cabinetmaker
Antique Furniture Reproducer (s)
Antique Furniture Restorer (s)
Chairmaker (s)
Coffin Maker (s)
Couchmaker (s)
Custom Furniture Maker (s)

4903-91 Apprentice Cabinetmaker

4905 OTHER WOOD TRADESPERSONS

OTHER WOOD TRADESPERSONS carve designs in wood, apply finishes to furniture, make picture frames, models or barrels from wood or make cane furniture. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- carving ornamental designs in wood for furniture, panelling and other decorative purposes using gauges, knives, chisels and mallet or other hand tools and woodworking machines
- cutting out and assembling mouldings to make picture frames using hand and power tools
- assembling wooden staves to make barrels, casks and vats using metal or wooden hoops, tressing machines and hand tools
- preparing furniture for finishing or refinishing using solvents and abrasive materials
- applying stains, varnish, paint and other finishes to furniture, and polishing and waxing surfaces
- constructing full size or scale models of production line items using measuring instruments and woodworking tools and machines
- shaping and joining cane rods and weaving cane around structure to make furniture using clamps, shaping device, hand tools and fasteners

OCCUPATIONS

4905-01 Supervisor, Other Wood Tradespersons
Supervisor, Cane Furniture Makers (s)
Supervisor, Coopers (s)
Supervisor, Furniture Finishers (s)
Supervisor, Picture Framers (s)
Supervisor, Wood Carvers (s)

4905-11 Wood Carver

TRADESPERSONS

4905-13 Picture Framer
Picture Frame Maker (a)

4905-15 Cooper

4905-17 Cane Furniture Maker

4905-19 Furniture Finisher
Furniture Polisher (a)
French Polisher (s)

4905-21 Model Maker

4905-91 Apprentice, Other Wood Trades
Apprentice Cane Furniture Maker (s)
Apprentice Cooper (s)
Apprentice Furniture Finisher (s)
Apprentice Model Maker (s)
Apprentice Picture Framer (s)
Apprentice Wood Carver (s)

4907 MARINE CONSTRUCTION TRADESPERSONS

MARINE CONSTRUCTION TRADESPERSONS fabricate, install and repair structural sections and components of ships and boats. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- constructing templates of ship or boat parts to be fabricated
- marking lines and reference points on dry dock, slipway or layout floor and on material used for fabrication of boat parts
- preparing slipway for construction of ship or boat
- assembling shell of boat or erecting hull sections of ship and temporarily securing them
- building and/or installing masts, booms, decking and other structures and fittings
- repairing, or removing and replacing, damaged plating and other faulty units, fittings and accessories

OCCUPATIONS

4907-01 Supervisor, Marine Construction Tradespersons

4907-11 Shipwright
Loftsmen/woman (Marine) (s)
Metal Liner-off (s)
Ship's Carpenter (s)

4907-13 Boat Builder and Repairer

4907-91 Apprentice Marine Construction Tradesperson
Apprentice Boatbuilder (s)
Apprentice Ship's Carpenter (s)
Apprentice Shipwright (s)

TRADESPERSONS

4909 BLASTING TRADESPERSONS

BLASTING TRADESPERSONS assemble, position and detonate explosives. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a vocational certificate and 2-3 years previous experience as a Labourer in a related occupation. 6-12 months on-the-job training is usual. Authorities issue shot-firer's and explosives handling licences.

TASKS include:

- positioning explosives in bore holes and priming, or directing other workers to prime, explosives using detonators and explosive cartridges
- connecting wire, fuse or detonating cord to explosive cartridge and detonator and wire to electric detonator
- filling and tamping holes with rock dust, sand or other materials
- firing electric detonator or lighting fuse to detonate explosives
- inspecting blasting area before and after explosion to ensure safety
- removing material broken by explosion from areas of underground mine inaccessible to high production equipment

OCCUPATIONS

4909-01 Supervisor, Blasting Tradespersons

4909-11 Shot-firer
Blaster (a)
Powder Monkey (a)
Seismograph Shooter (s)

4909-13 Stope Miner

4911 GARMENT TRADESPERSONS

GARMENT TRADESPERSONS prepare patterns and materials for the making of garments and make garments, including fur garments and hats. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate or a 2 year certificate in fashion. Some occupations also require 1-4 years previous experience in a related area.

TASKS include:

- drafting master patterns of garments from sketches, sample articles or design specifications
- cutting out patterns for a range of garment sizes using drafting instruments, scissors or perforating machines
- cutting out parts of garment, hat or fur, according to pattern using portable electric cutter, hand shears or fur cutting knife to cut through layers
- sewing fabric or fur parts together and sewing buttonholes using needle and thread or sewing machine
- attaching buttons and other fasteners
- making hats by shaping, wiring, sewing, gluing and blocking material using needle and thread, sewing

GROUP DEFINITIONS

machine, steamer and hand iron.

- measuring customer's size and drafting original pattern or altering existing pattern of garment to fit customer

OCCUPATIONS

4911-01 Supervisor, Garment Tradespersons
Supervisor, Dressmakers (s)
Supervisor, Furriers (s)
Supervisor, Tailors (s)
Wardrobe Co-ordinator (s)

4911-11 Tailor

4911-13 Dressmaker
Seamstress (a)
Apparel Sample Hand (s)
Wardrobe Assistant (s)

4911-15 Apparel Cutter

4911-17 Furrier
Fur Cutter (s)
Fur Matcher (s)

4911-19 Patternmaker-Grader (Textiles)

4911-21 Hat Maker
Milliner (s)

4911-91 Apprentice Garment Tradesperson
Apprentice Tailor (s)

RELATED OCCUPATIONS

4913 Upholsterers and Bedding Tradespersons
4917 Other Leather and Canvas Tradespersons

4913 UPHOLSTERERS AND BEDDING TRADESPERSONS

UPHOLSTERERS AND BEDDING TRADESPERSONS cover furniture and bed spring units with fabric or other material and repair furniture. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- measuring and cutting covering material for furniture using measuring tape and scissors or shears
- joining sections of covering material and seaming cushions using sewing machines
- tacking covering material onto furniture frame
- tacking, gluing or sewing ornamental trim, braids and buttons to material or frame
- fabricating bed springs using coiling machine
- forming frame using machine to shape edge wire
- attaching springs to frame using fastening gun
- stapling spring unit to box frame
- encasing bed spring unit and padding with selected covering material using staple gun or closing machine
- replacing covering, webbing, padding and springs to repair upholstered furniture

GROUP DEFINITIONS

OCCUPATIONS

- 4913-01** Supervisor, Upholsterers and Bedding Tradespersons
- 4913-11** Furniture Upholsterer
- 4913-13** Bedding and Mattress Maker
- 4913-91** Apprentice Upholsterer and Bedding Tradesperson

4915 SHOEMAKING AND REPAIRING TRADESPERSONS

SHOEMAKING AND REPAIRING TRADESPERSONS cut out, shape and join parts of shoes and repair shoes. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- cutting shoe parts from leather or other material using knife, scissors or machine which stamps die onto material
- joining, decorating and reinforcing shoe parts using single, double or multiple stitching machine
- stretching upper part of footwear over last using machine or lasting tool to shape upper part
- joining upper to insole using tacking device or adhesive
- sewing edge on insole
- sewing or cementing outer sole to edge
- trimming and buffing shoe using knife and buffing wheel
- applying dye to shoe
- polishing shoe using rotating power brush
- repairing or refinishing shoes

OCCUPATIONS

- 4915-01** Supervisor, Shoemaking and Repairing Tradespersons
- 4915-11** Shoemaker
Bespoke Shoemaker (s)
Clicker (s)
Laster (s)
Surgical Shoemaker (s)
- 4915-13** Shoe Repairer
- 4915-91** Apprentice Shoemaker and Repairer
Apprentice Clicker (s)

4917 OTHER LEATHER AND CANVAS TRADESPERSONS

OTHER LEATHER AND CANVAS TRADESPERSONS make and repair products made from leather or canvas and similar materials or prepare sailcloth for sewing. They may supervise, or receive training in, occupations in this unit group.

TRADESPERSONS

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- marking out and cutting sailcloth or canvas and similar materials from pattern using hand shears or power cutters
- joining parts of leather articles using rivets, handsewing, tools, sewing machine or adhesive
- dyeing, staining and polishing leather articles
- sewing sections of canvas and similar materials together to make awnings, tents, tarpaulins, horse rugs, caravan annexes or other products using sewing machine
- punching holes in canvas and similar materials using mallet and punch and attaching grommets, metal fittings and fastenings to product by machine or hand sewing
- calculating dimensions of sail and allowances for hemming and stretching using sail calculation tables and sail specification computer card
- drawing full size pattern of sail and supervising final sewing of sail

OCCUPATIONS

- 4917-01** Supervisor, Other Leather and Canvas Tradespersons
- 4917-11** Leather Goods Maker
Saddler (s)
- 4917-13** Canvas Goods Maker
- 4917-15** Sailmaker
- 4917-91** Apprentice, Other Leather and Canvas Trades
Apprentice Canvas Goods Maker (s)
Apprentice Leather Goods Maker (s)
Apprentice Sailmaker (s)

4919 FLOOR COVERERS

FLOOR COVERERS install carpet, linoleum, vinyl, cork tiles and other floor coverings, except ceramic tiles, slate and stone. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- examining area to be covered to ensure that floor is firm, dry and clean
- measuring and marking off area with layout
- fixing underlays of hardboard sheets, rubber or felt
- laying covering material over floor
- cutting shapes around permanent obstructions, matching adjacent patterns and trimming edges
- removing baseboard moulding trim to install edges of coverings

OCCUPATIONS

- 4919-01** Supervisor, Floor Coverers
Supervisor, Carpet Layers (s)

TRADESPERSONS

4919-11 Floor Coverer
Carpet Layer (s)
Floor Finisher (s)

4919-91 Apprentice Floor Coverer

4921 GLASS TRADESPERSONS

GLASS TRADESPERSONS cut, finish and install glass panes. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- scoring glass surface using cutting tool
- breaking glass along scored line using notched tool or glass pliers
- fitting and installing glass panes and mirrors and assembling prefabricated glass units
- blowing through pipe to inflate gob of molten glass
- rotating pipe while blowing to attain shape and size of glass object
- joining tubing or extending parts of object by reheating using specialised hand tools

OCCUPATIONS

4921-01 Supervisor, Glass Tradespersons

4921-11 Flat Glass Tradesperson
Glass Beveller (s)
Glass Cutter (s)
Glass Embosser (s)
Glass Etcher (s)
Glass Silverer (s)
Glazier (s)

4921-13 Glass Blower
Glass Bender (s)
Glass Blowing Lathe Operator (s)

4921-91 Apprentice Flat Glass Tradesperson

4921-93 Trainee Glass Blower

4923 JEWELLERY AND PRECIOUS METALWARE TRADESPERSONS

JEWELLERY AND PRECIOUS METALWARE TRADESPERSONS make fashion or industrial jewels from rough gemstones and make and repair precious metal and complete jewellery articles using precision hand and power tools. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate.

TASKS include:

- studying rough stone using magnifying glass and marking out cutting guidelines
- cleaning stone, securing in jig, operating lathe, grinding wheel or rotating disc to shape and smooth surface and cut facets

GROUP DEFINITIONS

- cutting blanks from metal sheet
- shaping blanks by annealing, heating or spinning on spinning lathe
- preparing wax mould for article or metal mounting and pouring molten metal into mould
- assembling jewellery by soldering, brazing, rivetting or bolting, and finishing by filing or buffing
- checking article against specifications using precision measuring instruments
- repairing jewellery and worn metalware by soldering, replacing or remaking damaged parts, annealing or heating

OCCUPATIONS

4923-01 Supervisor, Jewellery and Precious Metalware Tradespersons

4923-11 Jeweller
Gem Setter (s)
Ring Maker (s)

4923-13 Gem Cutter and Polisher
Diamond Cutter (s)
Faceter (s)
Lapidary (s)
Opal Polisher (s)

4923-15 Precious Metal Smith
Goldsmith (s)
Silversmith (s)

4923-91 Apprentice Jewellery and Precious Metalware Tradesperson
Apprentice Diamond Cutter (s)
Apprentice Jeweller (s)
Apprentice Silversmith (s)

RELATED OCCUPATIONS

4213-13 Watch and Clock Maker and Repairer

4925 CRAFTWORKERS

CRAFTWORKERS make, maintain and repair objects which have both functional and aesthetic qualities. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 1-2 year vocational certificate.

TASKS include:

- designing style and shape of object to meet both functional and aesthetic requirements
- manipulating materials to make objects according to design
- finishing object to impart aesthetic qualities
- maintaining objects to ensure they are in working order
- repairing damaged or defective craft objects

OCCUPATIONS

4925-01 Supervisor, Craftworkers
Supervisor, Musical Instrument Makers and Repairers (s)
Supervisor, Potters (s)

4925-11 Piano Tuner

4925-13 Potter

GROUP DEFINITIONS

4925-91 Apprentice Craftworker
Apprentice Musical Instrument Maker and Repairer (s)
Apprentice Piano Tuner (s)
Apprentice Potter (s)

4925-99 Craftworkers nec
Leadlighter (s)
Musical Instrument Maker (s)
Stringed Instrument Repairer (s)

4927 HAIRDRESSERS

HAIRDRESSERS cut, style and treat hair. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a trade certificate. Authorities issue licences for certain types of work.

TASKS include:

- discussing hair style with customer, taking into account customer's requirements
- cutting hair using scissors, razor or electric clippers
- washing, tinting, streaking, permanent-waving hair and applying conditioner or other treatments
- styling or straightening hair using brush, comb, rollers, clips, curling iron and blow dryer
- arranging appointments
- collecting payments
- cleaning work area and instruments

OCCUPATIONS

4927-01 Supervisor, Hairdressers

4927-11 Hairdresser
Barber (s)

4927-91 Apprentice Hairdresser

4929 SHEEP SHEARERS

SHEEP SHEARERS shear wool from sheep using either mechanically driven handpiece or blade shears, and maintain and repair shearing equipment. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 2 years previous experience as a Shearing Shed Hand. 6 months on-the-job training is usual.

TASKS include:

- inspecting and lubricating equipment and ensuring that shearers' stands are fully equipped
- removing sheep from catching pen
- selecting shearing comb to suit sheep type
- shearing sheep closely avoiding cuts to skin of animal or to wool
- removing fleece in one piece for picking up and handling

TRADESPERSONS

- treating cuts and returning sheep to release pen

OCCUPATIONS

4929-01 Overseer, Shearing Shed
Shearing Contractor (s)

4929-03 Shearing Shed Expert

4929-11 Shearer

4931 ANIMAL TRAINERS

ANIMAL TRAINERS direct and participate in the breaking and training of horses for riding or racing, the training of dogs for racing or guiding the blind, and training other animals to perform for public entertainment.

SKILL LEVEL

The entry requirement for Dog and Horse Trainers is a 1-2 year certificate in Animal Handling and 3-4 years experience as a Stable Hand or Animal Attendant. The entry requirement for Horse Breaker is 2-3 years experience as a Stockman.

TASKS include:

- planning and supervising training schedule
- feeding, grooming and exercising animals or supervising other workers in the performance of these duties
- examining and treating animals for minor illnesses or injuries
- bridling, saddling and accustoming race horses to reins and rider
- harnessing and hitching harness racing horses and teaching them to pull sulkies

OCCUPATIONS

4931-11 Horse Breaker

4931-99 Animal Trainers nec
Dog Trainer (s)
Horse Trainer (s)

4999 OTHER TRADESPERSONS

This unit group covers occupations not elsewhere classified in Minor Group 49, Miscellaneous Tradespersons.

OCCUPATIONS

4999-01 Supervisor, Other Tradespersons

4999-11 Dental Technician
Dental Mechanic (a)
Dental Prosthetist (a)
Orthodontic Technician (s)

4999-13 Optical Mechanic
Ophthalmic Lens Surfer and Fitter (a)
Optical Technician (a)
Optical Dispenser (s)

4999-15 Stonemason
Monumental Mason (s)
Stone Fixer (s)

TRADESPERSONS

GROUP DEFINITIONS

- 4999-17 Motion Picture Projectionist**
- 4999-19 Saturation Technician**
- 4999-21 Offshore Diver**
 - Clearance Diver (s)
 - Saturation Diver (s)
- 4999-23 Onshore Diver**
 - Shallow Water Diver (a)
 - Abalone Diver (s)
 - Pearl Diver (s)
 - Police Diver (s)
- 4999-25 Florist**
- 4999-27 Aircraft Safety Equipment Worker**
 - Parachute Rigger (s)
- 4999-29 Military Explosives Technician**
 - Ammunition Technician (s)
 - Armament Fitter (s)
 - Armament Mechanic (s)
 - Explosive Ordnance Demolition Technician (s)
- 4999-91 Apprentice, Other Trades**
 - Apprentice Dental Mechanic (s)
 - Apprentice Florist (s)
 - Apprentice Optical Mechanic (s)
 - Apprentice Stonemason (s)
- 4999-99 Tradespersons nec**
 - Chainsaw Mechanic (s)

MAJOR GROUP 5**CLERKS**

CLERKS gather, record, order, transform, store and transmit information on paper or electronic media. These tasks require moderate literacy and numeracy.

Occupations in this major group have a level of skill commensurate with Years 11-12 at secondary school and 6 months on-the-job training.

Tasks performed by Clerks typically include typing, stenography and other secretarial tasks; operating data processing and business machines and telephone switchboards; producing and recording financial and statistical information; sorting, classifying, filing and despatching mail and other documents; recording details of production, transportation, storage and purchase of goods; providing information to the public; collecting debts and charity payments; assisting teachers; and keeping personnel records.

Occupations in this major group are classified into the following minor groups:

- 51 STENOGRAPHERS AND TYPISTS**
- 52 DATA PROCESSING AND BUSINESS MACHINE OPERATORS**
- 53 NUMERICAL CLERKS**
- 54 FILING, SORTING AND COPYING CLERKS**
- 55 MATERIAL RECORDING AND DESPATCHING CLERKS**
- 56 RECEPTIONISTS, TELEPHONISTS AND MESSENGERS**
- 59 MISCELLANEOUS CLERKS**

MINOR GROUP 51 STENOGRAPHERS AND TYPISTS

STENOGRAPHERS AND TYPISTS produce printed documents using typewriters or word processing machines, take shorthand manually or by machine, and perform associated office duties for managerial staff.

Occupations in this minor group have a level of skill commensurate with a 1 year shorthand/typing certificate and 3 months on-the-job training.

Tasks performed by Stenographers and Typists typically include taking dictated correspondence and verbatim transcripts of meetings and legal proceedings in shorthand (manually or using a machine); typing correspondence, briefing notes, reports and other documents using typewriters, telex and word processing equipment; proofreading and correcting copy; editing and printing documents on word processors; receiving, distributing and preparing replies to less important correspondence; screening phone calls and visitors for managerial staff; arranging meetings and travel for managerial staff; and maintaining filing systems.

Occupations in this minor group are classified into the following unit groups:

- 5101 OFFICE SECRETARIES AND STENOGRAPHERS**
- 5103 TYPISTS AND TYPIST-CLERKS**
- 5105 WORD PROCESSING OPERATORS**

5101 OFFICE SECRETARIES AND STENOGRAPHERS

OFFICE SECRETARIES AND STENOGRAPHERS perform various organisational and clerical tasks in support of management, including taking shorthand, typing and filing and make shorthand records of court and parliamentary proceedings either manually or by machine. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 1-2 year shorthand/typing certificate or a diploma in secretarial studies or court reporting.

TASKS include:

- taking dictation
- receiving and distributing incoming correspondence
- preparing and typing correspondence, briefing notes, memoranda and reports
- screening telephone calls and personal callers
- making appointments and travel arrangements
- maintaining a filing system
- taking shorthand transcripts of meetings, lectures, legal and parliamentary proceedings and reading out portions on request

OCCUPATIONS

- 5101-01 Supervisor, Office Secretaries and Stenographers**
- 5101-11 Office Secretary**
Personal Secretary (a)
Girl/Man Friday (s)
Legal Secretary (s)
Stenographic Secretary (s)
- 5101-13 Office Stenographer**
Shorthand-Typist (a)

5101-15 Court and Hansard Reporter

5103 TYPISTS AND TYPIST-CLERKS

TYPISTS AND TYPIST-CLERKS copy written, typed or recorded material using typewriters and dictation equipment, and perform clerical tasks. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3-12 month shorthand/typing certificate. 1-3 months on-the-job training is usual.

TASKS include:

- typing reports, letters, statistical tables and similar material, attending to layout
- proof-reading and correcting copy
- operating dictation equipment and typing recorded material heard through ear-phones
- filing records and reports
- sorting and distributing mail

OCCUPATIONS

- 5103-01 Supervisor, Typists and Typist-Clerks**
- 5103-11 Typist-Clerk**
- 5103-13 Typist**
Dictatypist (s)

5105 WORD PROCESSING OPERATORS

WORD PROCESSING OPERATORS type and edit documents on a word processing machine and print copies. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3-12 month shorthand/typing certificate. 3-6 months on-the-job training is usual.

TASKS include:

- typing standard letters, business forms and other documents into word processing machine
- planning proposed layout and format, or following same if pre-set
- altering, rearranging and editing recorded data
- operating associated printer

OCCUPATIONS

5105-01 Supervisor, Word Processing Operators

5105-11 Word Processing Operator

MINOR GROUP 52

DATA PROCESSING AND BUSINESS MACHINE OPERATORS

DATA PROCESSING AND BUSINESS MACHINE OPERATORS operate electronic data processing and business machines to record, process, transmit and extract data and perform mathematical calculations.

Occupations in this minor group have a level of skill commensurate with Years 11-12 at secondary school and 1-6 months on-the-job training.

Tasks performed by Data Processing and Business Machine Operators typically include sorting documents containing information to be entered on computers and business machines; entering, verifying, editing and retrieving data using keyboards; operating business machines to perform mathematical calculations; transmitting and receiving messages and facsimiles of documents; and keeping records of calculations, and of transmissions made and received.

Occupations in this minor group are classified into the following unit groups:

5201 DATA PROCESSING MACHINE OPERATORS

5203 BUSINESS MACHINE OPERATORS

5201 DATA PROCESSING MACHINE OPERATORS

DATA PROCESSING MACHINE OPERATORS operate electronic equipment for data entry, processing and transmission. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 1-6 months on-the-job training is usual.

TASKS include:

- transcribing data from source material onto computer compatible storage devices
- selecting mode of computer operations, loading input and output units and scheduling computer job flow to process data
- entering, editing and retrieving data on mainframe or other computers using keyboard
- correcting entered and transcribed data on visual display unit
- transmitting and receiving messages and facsimiles of documents, using electronic transmission equipment

OCCUPATIONS

- 5201-01 Supervisor, Data Processing Machine Operators**
Electronic Mail Controller (s)
- 5201-11 Computer Operator**
Computer Console Operator (s)
- 5201-13 Data Entry Operator**
Data Processing Operator (a)
Keyboard Operator-Assembler (s)
Remote Computer Terminal Operator (s)
Verifier Operator (s)
Visual Display Unit Operator (s)
- 5201-15 Data Transceiver Operator**
Electronic Mail Operator (s)
- 5201-99 Data Processing Machine Operators nec**

Cryptographic Machine Operator (s)

RELATED OCCUPATIONS

- 2805-13 Graphic Designer
4501-11 Compositor
5999-15 Classified Advertising Clerk

5203 BUSINESS MACHINE OPERATORS

BUSINESS MACHINE OPERATORS record and compute data using office business machines. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 1-2 months on-the-job training is usual.

TASKS include:

- sorting documents containing information to be entered
- performing mathematical calculations using accounting machine, calculator or other business machine
- recording results of mathematical calculations on forms or documents
- verifying entries and balances
- preparing periodic trial balances and other statistical information

OCCUPATIONS

- 5203-01 Supervisor, Business Machine Operators**
Supervisor, Bookkeeping Machine Operators (s)
- 5203-11 Business Machine Operator**
Accounting Machinist (s)
Comptometrist (s)
Ledger Machinist (s)

MINOR GROUP 53 NUMERICAL CLERKS

NUMERICAL CLERKS compile and record financial and statistical information for management, and process documents relating to financial transactions.

Occupations in this minor group have a level of skill commensurate with Years 11-12 at secondary school and 2-12 months on-the-job training.

Tasks performed by Numerical Clerks typically include recording and verifying summaries of financial transactions and operation costs; preparing reports of accounting activities for management; processing loan and insurance applications and claims, and accounts payable and receivable; despatching notices of insurance premiums and other payments due; advising policy and account holders on technical matters; calculating wages and salaries; and compiling tables, charts and graphs of statistical information.

Occupations in this minor group are classified into the following unit groups:

5301 ACCOUNTING CLERKS

5303 INSURANCE AND BROKING CLERKS

5305 STATISTICAL AND ACTUARIAL CLERKS

5301 ACCOUNTING CLERKS

ACCOUNTING CLERKS record financial information for management. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for some occupations in this unit group is a 2 year para-professional certificate; previous experience of 2-5 years in clerical or banking duties may also be required for some occupations. 1-12 months on-the-job training is usual.

TASKS include:

- recording and compiling summaries of financial transactions, wage and salary deductions and variations, and operation and production costs
- processing loan applications, accounts payable and accounts receivable
- calculating wages and salaries from payroll records, payments received, expenditure and standard costs
- verifying recorded transactions and reporting irregularities to management
- preparing reports of accounting activities, financial statements and customer's credit rating
- compiling and distributing wages and salaries

OCCUPATIONS

- 5301-01 Supervisor, Accounting Clerks
Supervisor, Payroll Clerks (s)
- 5301-11 Bookkeeper
- 5301-13 Accounts Clerk
Audit Clerk (s)
Claims Clerk (s)
Investment Accounting Clerk (s)
Invoice Clerk (s)
Warranty Clerk (s)
- 5301-15 Payroll Clerk
Pay Clerk (a)
Paymaster/mistress (s)

- 5301-17 Branch Accountant (Financial Institution)
Bank Accountant (s)

- 5301-19 Credit Officer
Loans Clerk (s)
Loans Officer (s)

- 5301-21 Cost Clerk

RELATED OCCUPATIONS

- 1301 Finance Managers
- 2701 Accountants
- 6401 Tellers

5303 INSURANCE AND BROKING CLERKS

INSURANCE AND BROKING CLERKS record insurance and stockbroking transactions, and process related documents. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for some occupations in this unit group is a 2 year para-professional certificate. 2-12 months on-the-job training is usual.

TASKS include:

- processing insurance applications, adjustments to insurance cover, standard endorsements and insurance claims
- despatching notices of premiums due and relevant forms concerning conservation or transfer of insurance
- advising agents or policy holders on technical matters relating to individual cases
- recording stock transfer documents received from clients or other stockbroking firms
- checking validity of documents and forwarding documents to company's share register
- claiming accruing dividends and new stock issues

CLERKS

GROUP DEFINITIONS

OCCUPATIONS

5303-01 Supervisor, Insurance and Broking Clerks

5303-11 Insurance Clerk
Health Insurance Assessor (s)
Superannuation Fund Clerk (s)

5303-13 Stockbroking Clerk
Scrip Clerk (Stockbroking) (a)

5305 STATISTICAL AND ACTUARIAL CLERKS

STATISTICAL AND ACTUARIAL CLERKS compile and tabulate statistical information. They may supervise the occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 3-12 months on-the-job training is usual.

TASKS include:

- calculating actuarial and other statistical data
- compiling tables, charts and graphs of statistical information from source materials and calculations
- updating relevant computer files
- preparing actuarial or statistical statutory returns

OCCUPATIONS

5305-01 Supervisor, Statistical and Actuarial Clerks

5305-11 Statistical Clerk

5305-13 Actuarial Clerk

MINOR GROUP 54 FILING, SORTING AND COPYING CLERKS

FILING, SORTING AND COPYING CLERKS arrange mail, documents and other items containing information into categories and copy information for storage and despatch.

Occupations in this minor group have a level of skill commensurate with Years 11-12 at secondary school and 1-6 months on-the-job training.

Tasks performed by Filing, Sorting and Copying Clerks typically include sorting documents and mail and placing on appropriate files or shelves or in sorted bundles for delivery; maintaining registers of files, of items for filing, shelving or distribution, and of filed or shelved items; opening and closing files; retrieving items on request; issuing library items to borrowers and recording details; delivering items to despatch area; and operating photocopying or duplicating equipment to copy and collate documents in bulk quantities.

Occupations in this minor group are classified into the following unit groups:

5401 LIBRARY AND FILING CLERKS

5403 MAIL SORTERS

5499 OTHER FILING, SORTING AND COPYING CLERKS.

5401 LIBRARY AND FILING CLERKS

LIBRARY AND FILING CLERKS classify, sort and file publications, documents, correspondence and audio-visual material in libraries and offices. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 1-6 months on-the-job training is usual.

TASKS include:

- placing documents on files, and files in drawers
- sorting, cataloguing and maintaining index cards for library items, cards, correspondence, invoices, receipts and other materials according to established procedures and classification systems
- maintaining a register of materials for filing, shelving, storage or distribution
- locating and retrieving materials on request
- issuing library items to borrowers
- recording identification details, removal and return of materials
- labelling file covers and containers with correct code

OCCUPATIONS

5401-01 Supervisor, Library and Filing Clerks

5401-11 Library Assistant
Library Attendant (a)
Computer Tape Librarian (s)

5401-13 Filing Clerk
Registry Clerk (s)

RELATED OCCUPATIONS

2911 Librarians

5403 MAIL SORTERS

MAIL SORTERS receive, sort and despatch mail at sorting centres. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 2-3 months on-the-job training is usual.

TASKS include:

- receiving and checking incoming mail
- sorting and distributing mail according to categories and destination
- recording and processing registered and special articles
- wrapping, bundling and bagging mail
- transporting mail to dock area

OCCUPATIONS

5403-01 Supervisor, Mail Sorters
Overseer (Mails) (s)

5403-11 Mail Sorter

RELATED OCCUPATIONS

5605-13 Postman/woman

5499 OTHER FILING, SORTING AND COPYING CLERKS

This unit group covers occupations not elsewhere classified in Minor Group 54, Filing, Sorting and Copying Clerks.

SKILL LEVEL

The entry requirement for this unit group is

CLERKS

GROUP DEFINITIONS

completion of years 11-12 at secondary school. 1 month on-the-job training is usual.

OCCUPATIONS

5499-11 Other Filing, Sorting and Copying Clerks
Photocopying and Duplicating Clerk (s)

MINOR GROUP 55

MATERIAL RECORDING AND DESPATCHING CLERKS

MATERIAL RECORDING AND DESPATCHING CLERKS keep records of goods produced, transported, purchased and issued to staff, and of freight vehicles and destinations, to ensure that quotas are met and orders are filled correctly.

Occupations in this minor group have a level of skill commensurate with Years 11-12 at secondary school and 3 months on-the-job training.

Tasks performed by Material Recording and Despatching Clerks typically include arranging and recording details of storage, despatch and shipment of goods; checking goods against inventories, invoices and orders; recording defects and damage in goods, and items missing; checking that schedules and production quotas are met and reporting problems; and ordering new supplies.

Occupations in this minor group are classified into the following unit groups:

- 5501 PRODUCTION RECORDING CLERKS**
- 5503 TRANSPORT RECORDING AND DESPATCHING CLERKS**
- 5505 STOCK AND PURCHASING CLERKS**

5501 PRODUCTION RECORDING CLERKS

PRODUCTION RECORDING CLERKS estimate production schedules and record work-flow and receipt, production, transfer and despatch of materials and products in manufacturing plants and other commercial establishments. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 3-12 months on-the-job training is usual.

TASKS include:

- examining orders and compiling data for production schedules
- checking inventories
- recording number and kind of defects, unsatisfactory materials and products
- signing tally sheets and attaching to checked items
- examining containers to ensure that they are filled to specified level and marking them for identification purposes
- checking attainment of production quotas
- maintaining production records and compiling reports

OCCUPATIONS

- 5501-01 Supervisor, Production Recording Clerks**
- 5501-11 Production Scheduling Clerk**
Schedule Clerk (a)
Programme Arranger (s)
Radio Traffic Scheduler (s)
- 5501-13 Production Tally Clerk**
Production Recorder (a)

5503 TRANSPORT RECORDING AND DESPATCHING CLERKS

TRANSPORT RECORDING AND DESPATCHING CLERKS check contents and compile and check documents of freight goods, tally and record consignments and destination details of articles and containers and make freight bookings and associated arrangements. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 2-3 months on-the-job training is usual.

TASKS include:

- recording numbers and details of articles as called out by wharf workers and signing tally sheets
- checking and recording defects or deficiencies of goods
- arranging distribution and despatch of goods received and notifying authorities or addressees of despatch
- preparing and checking documents, maintaining records of receipts and despatches
- checking availability of cargo space and arranging bookings on behalf of customers
- notifying addressees of shipment details and clearance requirements and authorising collection of cargo from the dock
- maintaining records of import and export transactions

OCCUPATIONS

- 5503-01 Supervisor, Transport Recording and Despatching Clerks**
- 5503-11 Receiving and Despatching Clerk**
Freight Clerk (a)
Transport Clerk (a)
Aircraft Load Controller (s)
Circulation Representative (s)
Container Loading Clerk (s)

CLERKS

GROUP DEFINITIONS

Distribution Clerk (s)
Freight Traffic Controller (s)
Shipping Clerk (s)
Truck Despatcher (s)

5503-13 Import-Export Clerk
Bond Clerk (s)
Customs Agent (s)
Customs Clerk (s)
Wharf Tally Clerk (s)

5503-15 Radio Despatcher

5503-99 Transport Recording and Despatching
Clerks nec
Delivery Clerk (s)
Railway Number Taker (s)

RELATED OCCUPATIONS

8909-15 Wharf Labourer

5505 STOCK AND PURCHASING CLERKS

STOCK AND PURCHASING CLERKS prepare purchase orders, receive, store and issue stocks and maintain records. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 3 months on-the-job training is usual.

TASKS include:

- assessing current stock to determine need for purchase order
- issuing supplies from stock
- preparing inventories and requisitioning material
- checking supply invoices against purchase orders
- compiling reports on stock-handling equipment, adjustments to inventories, spoilage or damage to stock, location changes or refusals of shipments
- pricing goods or estimating costs
- storing or shelving articles

OCCUPATIONS

5505-01 Supervisor, Stock and Purchasing Clerks

5505-11 Stock Clerk
Stores Clerk (a)
Inventory Clerk (s)
Supply Clerk (s)

5505-13 Purchasing Clerk
Procurement Clerk (a)

5505-15 Order Clerk
Mail Order Clerk (s)

RELATED OCCUPATIONS

3913 Procurement Officers

MINOR GROUP 56 RECEPTIONISTS, TELEPHONISTS AND MESSENGERS

RECEPTIONISTS, TELEPHONISTS AND MESSENGERS facilitate communication and contact between parties by delivering postal items and messages, establishing telephone connections and arranging access to the personnel and facilities of an establishment.

Occupations in this minor group have a level of skill commensurate with Years 11-12 at secondary school and 1-12 months on-the-job training.

Tasks performed by Receptionists, Telephonists and Messengers typically include answering inquiries from, and providing information about the establishment's facilities and services, to customers, clients, guests and patients at reception, inquiry and admission desks or over the telephone; arranging appointments for clients, registering guests, booking and connecting domestic and international telephone calls; reporting difficulties experienced by users of services to technical staff; alerting emergency services on behalf of callers; and delivering mail, other documents and messages.

Occupations in this minor group are classified into the following unit groups:

5601 RECEPTIONISTS AND INFORMATION CLERKS

5603 TELEPHONISTS

5605 MESSENGERS AND DELIVERY OFFICERS

5601 RECEPTIONISTS AND INFORMATION CLERKS

RECEPTIONISTS AND INFORMATION CLERKS provide information on the services or goods offered by the establishment and arrange for the public to use such services and goods.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 1-12 months on-the-job training is usual.

TASKS include:

- answering inquiries and providing information on the services or goods offered by the establishment
- supplying information pamphlets, brochures, standard forms or hospital admission forms
- referring clients to appropriate expert or adviser
- directing customers to the location of required merchandise in retail establishments
- arranging appointments between employer and clients, customers or patients
- arranging registration of hotel or motel guests, or admission of hospital patients
- calculating accounts and forwarding accounts to hospital accounts department, or receiving payment for accounts from hotel or motel guests
- recording details of inquiries, appointments, reservations or hospital admissions
- distributing messages

OCCUPATIONS

5601-11 Receptionist
Appointments Clerk (a)

5601-13 Inquiry Clerk
Inquiry Officer (a)
Complaints Clerk (s)
Customer Service Officer (s)

Information Desk Clerk (s)

5601-15 Admissions Clerk
Hospital Admitting Clerk (a)
Hospital Ward Clerk (s)

5603 TELEPHONISTS

TELEPHONISTS operate public and private telephone switchboards to assist callers in establishing telephone connections and to relay incoming, outgoing and inter-office calls. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 3-10 weeks on-the-job training is usual.

TASKS include:

- operating switchboard to connect and disconnect telephone calls
- talking to callers to ascertain requirements and provide information on operating systems
- informing callers about phone numbers, dialling codes, national traffic levels, international costs and time delays
- alerting emergency services in cases of fire, crime or accident
- investigating nature and extent of problems in operating systems
- informing maintenance services of faults and informing callers about resulting service difficulties

OCCUPATIONS

5603-01 Supervisor, Telephonists

5603-11 Telephonist

Telephone Operator (a)
Manual Assistant (Telecom) (s)
Phonogram Operator (s)
Switchboard Operator (s)

5605 MESSENGERS AND DELIVERY OFFICERS

MESSENGERS AND DELIVERY OFFICERS deliver goods, documents, messages, mail and other items. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 2 weeks to 18 months on-the-job training is usual. Relevant government departments may require postal delivery officers to be licensed.

TASKS include:

- sorting items for delivery
- delivering mail, parcels, telegrams, documents and other items to customers or mail boxes
- collecting signatures and charges from customers
- receiving orders for deliveries from customers
- issuing and collecting receipts for pick-up and delivery items

OCCUPATIONS

5605-01 Supervisor, Messengers and Delivery Officers
Supervisor, Postmen/women (s)

5605-11 Messenger
Copy Boy/Girl (s)
Despatch Rider (Army) (s)

5605-13 Postman/woman

RELATED OCCUPATIONS

5403 Mail Sorters
5909-13 Postal Officer
7105-11 Delivery Driver

MINOR GROUP 59 MISCELLANEOUS CLERKS

This residual minor group covers all occupations in Major Group 5, Clerks which are not included in Minor Groups 51-56 above.

Occupations in this minor group are classified into the following unit groups:

- 5901 COLLECTION CLERKS**
- 5903 TEACHERS' AIDES**
- 5905 PERSONNEL CLERKS**
- 5907 LEGAL AND RELATED CLERKS**
- 5909 POSTAL CLERKS AND OFFICERS**
- 5999 OTHER CLERKS**

5901 COLLECTION CLERKS

COLLECTION CLERKS collect payments and perform clerical duties associated with debt collection.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school and 1-2 years clerical experience. 2 months on-the-job training is usual.

TASKS include:

- telephoning or writing to customers to collect money or arranging later payment
- checking lists and making enquiries to trace addresses of customers
- recommending legal action when payment cannot be otherwise obtained
- recording amounts collected, noting requirement for further action

OCCUPATIONS

- 5901-11 Debt Collector**
Collection Agent (s)
- 5901-99 Collection Clerks nec**
Charity Collection Clerk (s)

5903 TEACHERS' AIDES

TEACHERS' AIDES perform non-teaching and preparatory duties to assist teaching staff in schools.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-3 months on-the-job training is usual.

TASKS include:

- preparing stencils and duplicates and collating copies
- distributing and collecting lesson material
- maintaining records of distribution of materials
- administering minor first aid

- assisting in controlling and caring for pupils at school functions and excursions
- preparing teaching aids and equipment
- ordering stocks and replenishing standard items

OCCUPATIONS

- 5903-11 Teachers' Aide**
Teachers' Assistant (a)

5905 PERSONNEL CLERKS

PERSONNEL CLERKS advertise for, interview and assess the suitability of persons for employment with a particular organisation, and maintain personnel records of employees.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 2-6 months on-the-job training is usual.

TASKS include:

- preparing selection criteria and duty statements
- organising advertising, interviewing and staff selection
- interviewing applicants, recording details and notifying applicants of interview results
- establishing file on employment history and qualifications of applicants
- updating salary, superannuation, taxation and leave records and recording promotions and transfers
- informing supervisors/management and employees of events requiring action
- preparing rosters
- conducting correspondence and answering queries

OCCUPATIONS

- 5905-11 Personnel Records Clerk**
Roster Clerk (s)
- 5905-13 Employment Office Clerk**

CLERKS

GROUP DEFINITIONS

RELATED OCCUPATIONS

2705 Personnel Specialists
5301-15 Payroll Clerk

5907 LEGAL AND RELATED CLERKS

LEGAL AND RELATED CLERKS provide administrative support to legal professionals by performing clerical work associated with the functions of a court or legal practice.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 1 year on-the-job training is usual.

TASKS include:

- listing court actions, collecting moneys and maintaining court records
- issuing and filing court documents
- serving legal orders and documents
- repossessing property
- assisting solicitor in conveyancing, probate, common law and drafting of contracts
- advising staff and public on court procedures and rules

OCCUPATIONS

5907-11 Clerk of Court
Magistrate's Clerk (s)

5907-13 Law Clerk
Legal Clerk (a)
Conveyancing Clerk (s)
Title Searcher (s)

5907-15 Court Orderly
Court Attendant (a)
Court Usher (s)
Tipstaff (s)

5907-99 Legal and Related Clerks nec
Bailiff (s)
Sheriff (s)
Sheriff's Officer (s)
Trust Officer (s)

5909 POSTAL CLERKS AND OFFICERS

POSTAL CLERKS AND OFFICERS perform sorting, clerical and sales functions at post offices.

SKILL LEVEL

The entry requirement for this unit group is completion of years 11-12 at secondary school. 2-8 months on-the-job training is usual.

TASKS include:

- sorting mail for post office boxes and for despatch to mail centres
- selling stamps, postal goods and money orders over the counter
- maintaining records of counter and financial transactions including telephone account payments
- acting as savings bank agent

- checking records and compiling mail statistics
- accepting telegrams and registered mail

OCCUPATIONS

5909-11 Postal Clerk

5909-13 Postal Officer

RELATED OCCUPATIONS

5403 Mail Sorters
5605-13 Postman/woman
6401 Tellers

5999 OTHER CLERKS

This unit group covers occupations not elsewhere classified in Minor Group 59, Miscellaneous Clerks.

OCCUPATIONS

5999-11 Meter Reader
Meter Records Clerk (s)

5999-13 Proof Reader

5999-15 Classified Advertising Clerk

5999-17 Bookmaker's Clerk
Penciller (a)
Bagman/woman (s)

5999-19 Market Research Interviewer
Survey Interviewer (a)

5999-99 Clerks nec
Parking Inspector (s)
Stamp Classifier (s)

MAJOR GROUP 6

SALESPERSONS AND PERSONAL SERVICE WORKERS

SALESPERSONS AND PERSONAL SERVICE WORKERS sell financial and transportable commodities to retailers or directly to members of the public, sell real estate, and provide services in relation to finance, property, recreation and personal needs. These tasks require skills in interpersonal communication.

Most occupations in this major group have a level of skill commensurate with Year 10 at secondary school and 3 months on-the-job training. However, some require higher qualifications, and are included in this major group because their primary task is selling.

Tasks performed by Salespersons and Personal Service Workers typically include conducting financial market and banking transactions; selling and managing real estate; selling insurance; selling goods to retailers and members of the public; receiving payment for goods or services, and operating cash registers and computer terminals to complete financial transactions; serving food and drinks in bars, restaurants, aircraft, ships and trains; organising travel and accommodation; and providing basic nursing, child care and personal services in institutions or the home.

Occupations in this major group are classified into the following minor groups:

- 61 INVESTMENT, INSURANCE AND REAL ESTATE SALESPERSONS**
- 62 SALES REPRESENTATIVES**
- 63 SALES ASSISTANTS**
- 64 TELLERS, CASHIERS AND TICKET SALESPERSONS**
- 65 MISCELLANEOUS SALESPERSONS**
- 66 PERSONAL SERVICE WORKERS**

MINOR GROUP 61

INVESTMENT, INSURANCE AND REAL ESTATE SALESPERSONS

INVESTMENT, INSURANCE AND REAL ESTATE SALESPERSONS sell insurance and real estate, conduct investment transactions involving securities, stocks and bonds for clients, and manage properties on behalf of clients.

Most occupations in this minor group have a level of skill commensurate with Year 10 at secondary school, 1-5 years previous experience and 2 years on-the-job training.

Tasks performed by Investment, Insurance and Real Estate Salespersons typically include analysing market trends; discussing requirements with clients; informing clients about stocks, bonds, market conditions, prospects of particular corporations, insurance policies and benefits, terms of sale or conditions of lease; conducting financial market transactions on behalf of clients; soliciting custom; and locating, promoting, demonstrating, inspecting and managing properties for sale or lease.

Occupations in this minor group are classified into the following unit groups:

- 6101 SECURITIES AND FINANCE DEALERS**
- 6103 INSURANCE BROKERS AND AGENTS**
- 6105 REAL ESTATE SALESPERSONS AND PROPERTY MANAGERS**
- 6199 OTHER INVESTMENT, INSURANCE AND REAL ESTATE SALESPERSONS**

6101 SECURITIES AND FINANCE DEALERS

SECURITIES AND FINANCE DEALERS conduct financial market transactions on behalf of clients or company and recommend transactions to clients or senior management.

SKILL LEVEL

The entry requirement for this unit group is a 3 year degree or diploma or, for stock exchange dealers, 3-5 years previous experience as a financial clerk. 6 months to 2 years on-the-job training is usual. Stock exchanges issue licences for member-dealers.

TASKS include:

- obtaining information on securities, market conditions, government regulations and financial circumstances of clients
- analysing market trends from securities reports, financial periodicals and stock quotation viewer screen
- informing prospective clients about stocks, bonds, market conditions and the history and prospects of corporations
- recording and transmitting buy or sell orders for stocks and bonds
- calculating costs of transactions
- negotiating purchase terms between borrowers and lenders
- supervising documentation and recording of financial transactions

OCCUPATIONS

- 6101-11** Stock Exchange Dealer
Investment Dealer (s)
Securities Dealer (s)
Trading Floor Operator (Stock Exchange) (s)

- 6101-99** Securities and Finance Dealers nec
Corporate Finance Officer (s)
Foreign Exchange Dealer (s)
Futures Dealer (s)
Investment Adviser (s)
Money Market Dealer (s)
Properties Investment Manager (s)

RELATED OCCUPATIONS

- 1599-99** Stockbroking Firm Manager

6103 INSURANCE BROKERS AND AGENTS

INSURANCE BROKERS AND AGENTS sell a variety of insurance to new and existing clients and solicit custom from potential clients. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school and 1-2 years previous experience as a salesperson or clerk. 2-3 months on-the-job training is usual.

TASKS include:

- compiling lists of potential clients from directories and other sources
- explaining insurance policies, risks covered, and rates and benefits of policies to client
- analysing client's circumstances
- advising on type and amount of insurance cover

OCCUPATIONS

- 6103-01** Supervisor, Insurance Brokers and Agents

GROUP DEFINITIONS

SALESPERSONS AND PERSONAL SERVICE WORKERS

6103-11 Insurance Agent
Insurance Underwriter (s)
Life Assurance Representative (s)

6103-13 Insurance Broker

6105 REAL ESTATE SALESPERSONS AND PROPERTY MANAGERS

REAL ESTATE SALESPERSONS AND PROPERTY MANAGERS arrange sale, purchase, rental and lease of real property.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 2 years on-the-job training is usual.

TASKS include:

- listing details of land or building for sale or rental and arranging advertising of properties
- assessing the needs of prospective buyers and tenants
- selecting suitable properties and conducting prospective buyers and tenants through them
- advising prospective buyers on terms of sale and

prospective tenants on conditions of rent or lease

- arranging signing of lease agreements
- collecting rent and bond moneys
- inspecting properties before, during and after tenancies

OCCUPATIONS

6105-11 Real Estate Salesperson
Real Estate Sub-agent (a)
Real Estate Sales Representative (s)

6105-13 Real Estate Property Manager
Leasing Agent (a)

6199 OTHER INVESTMENT, INSURANCE AND REAL ESTATE SALESPERSONS

This unit group covers occupations not elsewhere classified in Minor Group 61, Investment, Insurance and Real Estate Salespersons.

OCCUPATIONS

6199-11 Commodities Broker

6199-13 Valuer

MINOR GROUP 62 SALES REPRESENTATIVES

SALES REPRESENTATIVES promote and sell business services and manufacturers' and wholesalers' goods for resale or for use in other establishments.

Most occupations in this minor group have a level of skill commensurate with Year 10 at secondary school, 1-3 years previous experience and 1-6 months on-the-job training. However, some require higher qualifications.

Tasks performed by Sales Representatives typically include studying new products; discussing requirements with customers; demonstrating products or services; advising customers on the product or service which best meets their needs; arranging for delivery of goods or provision of service; and soliciting custom from potential customers.

Sales Assistants are excluded from this minor group because they sell goods directly to members of the general public. They are located in Minor Group 63, Sales Assistants.

Occupations in this minor group are classified into the following unit group:

6201 SALES REPRESENTATIVES

6201 SALES REPRESENTATIVES

SALES REPRESENTATIVES represent companies for the sale of goods and services to industrial, business, professional or other establishments or for the sale of goods to wholesale or retail establishments.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school and 1-3 years previous experience in sales or in a product or service related area. However, some occupations require a higher qualification. 1-6 months on-the-job training is usual.

TASKS include:

- acquiring and updating knowledge of employer's and competitors' products and understanding of market conditions
- assessing customers' needs and explaining and demonstrating products or services to them
- quoting and negotiating prices and credit terms, preparing contracts and recording orders
- arranging for delivery of goods, installation of equipment and provision of services
- reporting to employer on sales made and marketability of products

OCCUPATIONS

- 6201-11 Sales Representative (Chemical Products)
- 6201-13 Sales Representative (EDP Equipment)
- 6201-15 Sales Representative (Medical, Dental and Veterinary Equipment)
- 6201-17 Sales Representative (Electronic Equipment except EDP)

Sales Representative (Communications Equipment) (s)

- 6201-19 Sales Representative (Toys and Sporting Goods)
- 6201-21 Sales Representative (Business Services)
Sales Representative (Advertising) (s)
- 6201-23 Sales Representative (Books and Paper Products)
- 6201-25 Sales Representative (Builders' Hardware)
- 6201-27 Sales Representative (Floor Coverings and Furniture)
- 6201-29 Sales Representative (Food, Drink and Tobacco Products)
- 6201-31 Sales Representative (Household Goods and Domestic Hardware)
- 6201-33 Sales Representative (Toiletries)
- 6201-35 Sales Representative (Pharmaceuticals)
- 6201-37 Sales Representative (Textiles, Clothing and Footwear)
- 6201-99 Sales Representatives nec
Sales Representative (Jewellery and Watches) (s)
Sales Representative (Musical Goods) (s)
Sales Representative (Photographic Equipment and Supplies) (s)
Sales Representative (Printing) (s)

RELATED OCCUPATIONS

- 5901-11 Debt Collector
- 6105 Real Estate Salespersons and Property Managers

MINOR GROUP 63 SALES ASSISTANTS

SALES ASSISTANTS sell merchandise in retail or other establishments directly to members of the public.

Occupations in this minor group have a level of skill commensurate with Year 10 at secondary school and 1 month on-the-job training.

Tasks performed by Sales Assistants typically include arranging items on display; discussing with customers their requirements and preferences; informing customers of characteristics and prices of goods; receiving payment for goods; operating cash register and issuing receipts or dockets; wrapping and arranging delivery of purchased goods; and participating in regular stocktakes.

Sales Representatives are excluded from this minor group because they sell merchandise for resale or for use in client establishments rather than directly to members of the public. They are located in Minor Group 62, Sales Representatives. Ticket Salespersons are excluded because they receive payment for goods already selected (or for services) rather than assisting customers in their selection. They are located in Minor Group 64, Tellers, Cashiers and Ticket Salespersons. Service Counter Clerk, Rental Salesperson, and Service Station Attendant are excluded because they sell services rather than goods. They are located in Unit Group 6599, Other Salespersons.

Occupations in this minor group are classified into the following unit group:

6301 SALES ASSISTANTS

6301 SALES ASSISTANTS

SALES ASSISTANTS sell merchandise in a retail or wholesale establishment to members of the general public. They may supervise the occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 1 month on-the-job training is usual.

TASKS include:

- advising customers on the selection, price, delivery, use and care of merchandise
- operating cash register and accepting payment, or preparing invoices or contracts
- packaging merchandise for customer
- stacking and displaying items for sale
- checking stock and participating in stock takes

OCCUPATIONS

- 6301-01 Supervisor, Sales Assistants**
Sales Department Manager (a)
- 6301-11 Sales Assistant (Hardware and Gardening Supplies)**
- 6301-13 Sales Assistant (Fabrics, Clothing and Footwear)**
- 6301-15 Sales Assistant (Food and Drink Products)**
Bottle Shop Attendant (s)
Canteen Assistant (s)

6301-17 Sales Assistant (Furniture, Floor Coverings and Household Goods)

6301-19 Sales Assistant (Caravans and Motor Vehicles)

6301-21 Sales Assistant (Stationery, Newspapers and Books)
Sales Assistant (Office Supplies) (s)

6301-23 Sales Assistant (Pharmaceutical Products and Toiletries)
Chemist Shop Assistant (s)

6301-25 Sales Assistant (Vehicle Parts and Accessories)
Automotive Parts Interpreter (s)
Sales Assistant (Tyres) (s)

6301-99 Sales Assistants nec
Sales Assistant (EDP and Office Equipment) (s)
Sales Assistant (Musical Equipment and Supplies) (s)
Sales Assistant (Photographic Equipment and Supplies) (s)
Sales Assistant (Sports Equipment and Toys) (s)
Sales Assistant (Watches and Jewellery) (s)

RELATED OCCUPATIONS

- 1501 Shop Managers
62 Sales Representatives
6501-15 Door-to-Door Salesperson
8999-27 Automotive Parts Recycler

MINOR GROUP 64

TELLERS, CASHIERS AND TICKET SALESPERSONS

TELLERS, CASHIERS AND TICKET SALESPERSONS conduct monetary transactions, receiving payment, wagers or deposits from customers in return for goods or services provided, and giving change, winnings, withdrawn savings, tickets or other receipts to customers.

Most occupations in this minor group have a level of skill commensurate with Year 10 at secondary school and 1-6 months on-the-job training. However, some require previous clerical experience.

Tasks performed by Tellers, Cashiers and Ticket Salespersons typically include receiving cash or cheques from customers, or conducting transactions on credit (including checking cardholder's identity and credit limit); operating cash register or computer terminal to process payment or deposit; verifying records to ensure that all details of the transaction are correct, including the amount of money exchanged; paying out money for change, withdrawals or winnings; issuing receipts or tickets; recording all transactions; counting money and tickets at the end of the shift; and providing information to enquiring customers about other services offered by the establishment.

Occupations in this minor group are classified into the following unit groups:

- 6401 TELLERS**
- 6403 CASHIERS**
- 6405 TICKET SALESPERSONS**

6401 TELLERS

TELLERS receive and pay out money in financial and commercial institutions. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of year 11-12 at secondary school and 6 months experience as a clerk. 2-6 months on-the-job training is usual.

TASKS include:

- receiving money or cheques
- verifying records and issuing receipts
- paying out money from customers' accounts
- crediting or debiting customers' accounts
- recording all daily or periodical transactions
- balancing cash and informing management of cash position
- operating computerised cash register or terminal

OCCUPATIONS

- 6401-01 Supervisor, Tellers**
- 6401-11 Teller**

6403 CASHIERS

CASHIERS receive cash, register payments, make payments and bank funds on behalf of retail stores or other organisations. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 1-4 weeks on-the-job training is usual.

TASKS include:

- checking goods purchased by customers
- operating a cash register
- receiving cash or credit card payment and issuing receipts
- processing payment received through mail
- counting and recording moneys received and checking against sales dockets or other documentation
- preparing petty cash disbursements
- arranging and conducting banking business

OCCUPATIONS

- 6403-01 Supervisor, Cashiers**
Checkout Supervisor (a)
- 6403-11 Checkout Operator**
Service Station Console Operator (s)
- 6403-13 Office Cashier**

6405 TICKET SALESPERSONS

TICKET SALESPERSONS collect fares, sell tickets and make reservations for travel, sporting or entertainment venues, or accept wagers and pay out minor winnings in lottery offices or betting shops.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 2-4 weeks on-the-job training is usual.

TASKS include:

- receiving fares and issuing tickets, working either aboard a bus or tram or at a stop
- accounting for money and unsold tickets at end of shift
- checking available seating, services and timetables and making reservations over-the-counter or by telephone
- issuing tickets or receipts
- accepting wagers and issuing tickets
- paying out winning bets and minor lottery winnings

OCCUPATIONS

6405-11 Ticket Seller
Airline Traffic Officer (Passenger Services)
(s)
Booking Clerk (s)
Reservations Clerk (s)
TAB Clerk (s)

6405-13 Transport Conductor
Bus Conductor (s)
Train Conductor (s)
Tram Conductor (s)

MINOR GROUP 65 MISCELLANEOUS SALESPERSONS

MISCELLANEOUS SALESPERSONS perform tasks which involve the sale of goods and non-personal services, other than those sold by occupations in Minor Groups 61-64 above, to members of the public.

Most occupations in this minor group have a level of skill commensurate with Year 10 at secondary school, and 1-12 months on-the-job training. However, some require higher qualifications.

Tasks performed by Miscellaneous Salespersons typically include selling goods from vans or footpaths; buying goods for immediate resale to the public; mixing and selling drinks in bars and restaurants; serving food and drink to customers in restaurants; advising clients on travel options, tours and accommodation, and making bookings for them; auctioning items on behalf of owners; demonstrating products in retail establishments; and arranging and providing rental, motor vehicle driveway service and other non-personal services.

Occupations in this minor group are classified into the following unit groups:

- 6501 STREET VENDORS, CANVASSERS AND SALES DRIVERS**
- 6503 BAR ATTENDANTS**
- 6505 WAITERS AND WAITRESSES**
- 6507 TRAVEL AGENTS**
- 6599 OTHER SALESPERSONS**

6501 STREET VENDORS, CANVASSERS AND SALES DRIVERS

STREET VENDORS, CANVASSERS AND SALES DRIVERS sell or buy merchandise at a set outdoor location or route or solicit orders and sell merchandise by telephone or door-to-door. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 1 month on-the-job training is usual.

TASKS include:

- appraising items for sale, offering price and negotiating contract for collection
- displaying products or catalogue of products to customers or describing merchandise over the telephone
- receiving payment on the spot or arranging for delivery of goods and collection of payment
- stocking and driving van for door-to-door sales
- loading and unloading push-cart or truck to transport goods to street location

OCCUPATIONS

- 6501-01 Supervisor, Street Vendors, Canvassers and Sales Drivers**
- 6501-11 Scrap Merchant**
Scrap Materials Buyer (a)
Bottle Dealer (s)
- 6501-13 Cash Van Salesperson**
Milk Vendor (s)
- 6501-15 Door-to-Door Salesperson**

Canvasser (s)
Fund Raiser (s)

- 6501-17 Street Vendor**
Newsboy/girl (s)

6503 BAR ATTENDANTS

BAR ATTENDANTS prepare and serve drinks to patrons in licensed drinking establishments, or behind bars in dining establishments. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 3 month basic vocational course.

TASKS include:

- taking orders for drinks at the bar
- pouring and mixing cocktails and other drinks
- operating a cash register
- receiving payment for drinks and snacks
- replenishing drink dispensers, shelves and refrigerators with new supplies
- washing used glassware
- cleaning the bar service area

OCCUPATIONS

- 6503-01 Supervisor, Bar Attendants**
Bar Manager (a)
- 6503-11 Bar Attendant**
Bar Steward/Stewardess (a)
Barman/maid (a)

GROUP DEFINITIONS

SALESPERSONS AND PERSONAL SERVICE WORKERS

RELATED OCCUPATION

6505-13 Drink Waiter/Waitress

6505 WAITERS AND WAITRESSES

WAITERS AND WAITRESSES welcome patrons and serve food and beverages to tables in dining establishments. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a certificate or diploma in Hospitality Studies (up to 20 weeks) or a trade certificate. 1-12 months on-the-job training is usual.

TASKS include:

- receiving and recording dining reservations by telephone
- welcoming patrons, and escorting to table
- setting tables with clean linen, cutlery and glasses
- presenting menus and wine lists to patrons
- writing order and relaying it to kitchen or bar staff
- serving food and wine
- attending patrons to fulfill any additional requests
- preparing and presenting bill and receiving payment

OCCUPATIONS

- 6505-01 Supervisor, Waiters and Waitresses**
Head Waiter/Waitress (a)
Maitre d'Hotel (a)
Dining Room Host/Hostess (s)
- 6505-11 Formal Service Waiter/Waitress**
Silver Service Waiter/Waitress (a)
- 6505-13 Drink Waiter/Waitress**
Wine Steward/Stewardess (s)
Wine Waiter/Waitress (s)
- 6505-15 Waiter/Waitress (General)**
Food Steward/Stewardess (a)
Dining Room Attendant (s)

6507 TRAVEL AGENTS

TRAVEL AGENTS plan and organise travel and accommodation arrangements for clients.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 1-3 months on-the-job training is usual.

TASKS include:

- providing literature and information to travellers concerning local, interstate and international tours, travel routes, accommodation and fares
- discussing clients' requirements and advising on suitable options
- making travel and accommodation bookings
- notifying clients of luggage limits and medical, passport, visa and currency requirements

- planning and preparing written itinerary with clients
- selling tickets and receiving payment
- recording sales transactions

OCCUPATIONS

- 6507-11 Travel Agent (Commercial)**
Travel Consultant (a)
- 6507-13 Tourist Officer**
Tourist Adviser (a)

6599 OTHER SALESPERSONS

This unit group covers occupations not elsewhere classified in Minor Group 65, Miscellaneous Salespersons.

OCCUPATIONS

- 6599-11 Auctioneer**
- 6599-13 Auction Room Attendant**
- 6599-15 Sales Demonstrator**
- 6599-17 Rental Salesperson**
Rental Clerk (a)
- 6599-19 Service Counter Clerk**
- 6599-21 Service Station Attendant**
Driveway Attendant (a)
- 6599-99 Salespersons nec**
Model (s)

MINOR GROUP 66 PERSONAL SERVICE WORKERS

PERSONAL SERVICE WORKERS provide basic nursing, child care and other services to individuals for the enhancement of their health, welfare and comfort.

Most occupations in this minor group have a level of skill commensurate with a 1-2 year basic vocational certificate and 1-24 months on-the-job training.

Tasks performed by Personal Service Workers typically include serving meals to children in child care establishments, to persons requiring care at home, or to passengers in ships, trains and aircraft; explaining safety procedures to passengers; giving emotional support to sick, distressed or aged persons; bathing and dressing children, hospital patients, and sick or aged persons in their own homes; cleaning medical equipment and homes of invalids; monitoring patients' vital signs; minding children; arranging funerals on behalf of bereaved clients; providing facial therapy to enhance health and beauty; and massaging muscles to enhance condition.

Professionals and para-professionals who provide services for the health and welfare of people are excluded from this minor group, because these occupations require professional or para-professional qualifications. They can be found in Minor Groups 23, Health Diagnosis and Treatment Practitioners, 26, Social Professionals, 34, Registered Nurses, and 39, Miscellaneous Para-professionals.

Occupations in this minor group are classified into the following unit groups:

- 6601 CHILD CARE, REFUGE AND RELATED WORKERS**
- 6603 ENROLLED NURSES**
- 6605 DENTAL NURSES**
- 6607 HOME COMPANIONS AND AIDES**
- 6609 TRAVEL STEWARDS**
- 6699 OTHER PERSONAL SERVICE WORKERS**

6601 CHILD CARE, REFUGE AND RELATED WORKERS

CHILD CARE, REFUGE AND RELATED WORKERS provide care and supervision for children in pre-schools, residential child care establishments (including government security institutions) and non-residential care centres, provide adults and children in refuges with emotional support and a referral service.

SKILL LEVEL

The entry requirement for some of the occupations in this unit group is completion of year 10 at secondary school or a 1-2 year basic vocational certificate. 6 months on-the-job training is usual. State welfare and education authorities may require Pre-School Aides and Child Care Aides to be registered.

TASKS include:

- planning, conducting and participating in programmes of games and activities to encourage social, emotional, physical and intellectual development in children
- laying out toys, recreational equipment, paints, paper, glue, clay and other materials for children's activities
- waking, washing, dressing and feeding children in residential care
- explaining behaviour standards
- preparing disciplinary reports on children in security institutions

- implementing disciplinary measures
- preparing and serving meals
- cleaning premises and putting equipment away
- organising accommodation in refuge
- ensuring refuge security
- referring refuge residents to appropriate qualified practitioners, authorities or agencies for assistance
- caring for disabled or handicapped children

OCCUPATIONS

- 6601-11 Pre-School Aide**
Kindergarten Assistant (s)
- 6601-13 Child Care Aide**
Child Care Assistant (a)
- 6601-15 Child Care Attendant**
Baby Sitter (s)
Child Minder (s)
Children's Nursery Assistant (s)
Creche Attendant (s)
Day Care Worker (s)
- 6601-17 Hostel Parent**
Cottage Parent (a)
House Parent (a)
- 6601-19 Child Care Group Worker**
- 6601-21 Refuge Worker**

GROUP DEFINITIONS

SALESPERSONS AND PERSONAL SERVICE WORKERS

6601-99 Child Care, Refuge and Related Workers
nec
Governess (s)
Nanny (s)
Special Teaching Assistant (s)

RELATED OCCUPATIONS

2401-11 Pre-Primary School Teacher
3401 Registered Nurses
3901 Welfare Para-professionals
3901-17 Youth Worker

6603 ENROLLED NURSES

ENROLLED NURSES assist registered nurses, doctors and other health professionals by giving basic nursing care to patients in hospitals and nursing homes, caring for infants and young children in infant homes, nurseries and day care centres, and performing ancillary duties specific to particular aspects of medical treatment (urology, surgery, first aid, etc.), and advise mothers on health matters and infant care.

SKILL LEVEL

The entry requirement for this unit group is a 1 year basic vocational certificate. 12-18 months on-the-job training is usual.

TASKS include:

- bathing, dressing and undressing patients
- recording temperature, pulse and respiration rates and fluid intake
- assisting patients with rehabilitation exercises
- advising mothers on feeding, hygiene and health care for infants
- cleaning and sterilising equipment
- assisting in administering machine treatment or in applying traction equipment
- processing, labelling and filing X-rays

OCCUPATIONS

6603-11 Enrolled Nurse
Mothercraft Nurse (s)
Motherhood Nurse (s)
Nurses' Aide (s)

6603-91 Student Enrolled Nurse

RELATED OCCUPATIONS

2317-11 Chiropractor
3401 Registered Nurses
3909-11 Ambulance Officer

6605 DENTAL NURSES

DENTAL NURSES prepare patients for dental examination and assist Dentists in providing treatment.

SKILL LEVEL

The entry requirement for this unit group is a 1 year basic vocational certificate. 2 years on-the-job training is usual. is compl

TASKS include:

- handing required equipment and medication to dentist
- preparing materials for fillings
- pouring, tracing and mounting plaster models for dental impressions
- taking X-rays, processing and mounting X-ray films
- cleaning mouth with water sprays and suction devices, polishing teeth, applying fluoride
- cleaning and sterilising equipment

OCCUPATIONS

6605-11 Dental Nurse
Dental Assistant (s)

6607 HOME COMPANIONS AND AIDES

HOME COMPANIONS AND AIDES provide company and services in the home to families and sick or aged persons, and advise on welfare contacts for families experiencing difficulty.

SKILL LEVEL

There is no specific entry requirement for this unit group.

TASKS include:

- providing emotional support and companionship
- shopping for and preparing food
- assisting aged or sick employers with dressing, undressing and moving about
- minding children and attending to their needs
- arranging contacts with financial support organisations and welfare agencies

OCCUPATIONS

6607-11 Home Companion
Home Helper (a)

6607-13 Family Aide
Family Support Worker (a)

RELATED OCCUPATIONS

2601 Social Workers
2603 Counsellors
3901-15 Welfare Officer

6609 TRAVEL STEWARDS

TRAVEL STEWARDS provide meals and other services for the comfort and safety of passengers in ships, railway sleeping cars and aircraft. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is completion of year 10 at secondary school. 1-3 months on-the-job training is usual.

TASKS include:

- assisting in preparing meals
- serving refreshments, meals and drinks to

passengers

- loading and unloading luggage and assisting with hand luggage
- preparing cabin beds and distributing pillows, blankets and reading materials
- answering queries and providing information on taxis and hire cars
- demonstrating use of life jackets and oxygen masks and explaining other safety procedures
- administering first aid
- providing room service for passengers and crew

OCCUPATIONS

6609-01 Supervisor, Travel Stewards
 Aircraft Purser (s)
 Chief Marine Steward (s)
 Senior Flight Attendant (s)
 Senior Railway Steward (s)

6609-11 Flight Attendant

6609-13 Marine Steward

6609-15 Railway Steward
 Railway Conductor (Sleeping Car) (s)

6699 OTHER PERSONAL SERVICE WORKERS

This unit group covers occupations not elsewhere classified in Minor Group 66, Personal Service Workers.

OCCUPATIONS

6699-11 Funeral Director
 Mortician (a)
 Undertaker (a)
 Embalmer (s)

6699-13 Tourist Guide
 Tour Leader (s)

6699-15 Beauty Therapist
 Beautician (s)
 Hair Remover (s)
 Manicurist (s)

6699-17 Masseur/Masseuse

6699-99 Personal Service Workers nec
 Butler (s)
 Croupier (s)
 Escort (s)
 Marriage Celebrant (s)
 Military Steward (s)
 Prostitute (s)
 Tattooist (s)

MAJOR GROUP 7**PLANT AND MACHINE OPERATORS, AND DRIVERS**

PLANT AND MACHINE OPERATORS, AND DRIVERS operate vehicles and other large equipment to transport passengers and goods, to move materials, to generate power, and to perform various agricultural and manufacturing functions. These tasks require some judgement and are performed under limited supervision.

Occupations in this major group require no formal education or experience but usually require 3-24 months on-the-job training. They often require specially endorsed licences.

Tasks performed by Plant and Machine Operators, and Drivers typically include setting up, controlling and monitoring stationary equipment either directly or by remote control; driving road and rail transport vehicles to scheduled destinations; driving mobile plant to worksites and controlling its operation; cleaning their own machinery and performing minor repairs; and maintaining production records.

Occupations in this major group are classified into the following minor groups:

71 ROAD AND RAIL TRANSPORT DRIVERS

72 MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)

73 STATIONARY PLANT OPERATORS

74 MACHINE OPERATORS

MINOR GROUP 71

ROAD AND RAIL TRANSPORT DRIVERS

ROAD AND RAIL TRANSPORT DRIVERS operate trains, buses, cars, vans, trucks and motorcycles to transport passengers and goods.

Occupations in this minor group have a level of skill commensurate with 1-4 months on-the-job training. They often require specially endorsed licences.

Tasks performed by Road and Rail Transport Drivers typically include manipulating vehicle controls to determine direction and speed; monitoring gauges and vehicle condition generally; observing road conditions, traffic and signals; loading and unloading freight, luggage and mail or assisting with these functions; and assisting or directing passengers into and out of vehicle.

This minor group includes Courier Drivers, because they deliver goods; and Underground Locomotive Drivers, because they specialise in driving locomotives to transport people, equipment and ore, often over long distances.

Postmen/women and other messengers are excluded from this minor group because they are primarily concerned with the delivery of mail and messages rather than goods. They are located in Unit Group 5603, Messengers and Delivery Officers. Underground Truck Operators are excluded as they operate specialised underground trucks to move ore over short distances as an integral part of the mining operation, and often operate other mining plant as well. They are located in Unit Group 7201, Excavating and Earthmoving Plant Operators. Fire truck drivers, test drivers and racing car drivers are excluded as they drive motor vehicles for purposes other than transport. Fire truck drivers are located in Unit Group 7211, Fire Fighters, test drivers in Unit Group 7299, Other Mobile Plant Operators (Except Transport), and racing drivers in Unit Group 3915, Sportspersons and Related Workers. Vendors who drive vans or trucks are excluded because their primary task is selling. They are located in Unit Group 6301, Sales Assistants.

Occupations in this minor group are classified into the following unit groups:

- 7101 BUS AND TRAM DRIVERS**
- 7103 AUTOMOBILE DRIVERS**
- 7105 TRUCK DRIVERS**
- 7107 LOCOMOTIVE DRIVERS**

7101 BUS AND TRAM DRIVERS

BUS AND TRAM DRIVERS operate motor powered buses or electric powered tram cars to transport passengers over established or special routes.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-3 months on-the-job training is usual. An appropriate licence is required.

TASKS include:

- operating vehicle by manipulating levers and pedals to control power and brakes
- starting, driving and stopping the vehicle
- opening and shutting doors to allow passengers to board or alight at stops
- complying with traffic regulations and rules
- changing controls and power supply pole at terminus to enable tram to be driven from other end

OCCUPATIONS

- 7101-11 Bus Driver**
- Coach Captain (s)

7101-13 Tram Driver

7103 AUTOMOBILE DRIVERS

AUTOMOBILE DRIVERS are employed to drive vehicles to transport passengers for a salary or a fee pre-determined and pre-paid, or determined by taximeter, in accordance with transport regulations.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-2 weeks on-the-job training is usual. An appropriate licence is required.

TASKS include:

- picking up passengers at appointed venues, or stopping when hailed, and driving to designated destination
- communicating with radio control centre to receive booking details and to report on location and availability

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

- assisting passengers with handling and storage of luggage
- collecting and distributing parcels and mail or acting as courier
- cleaning, servicing, maintaining and repairing vehicles

COMMENTS

Taxi drivers may be self-employed.

OCCUPATIONS

- 7103-11 Automobile Driver**
Chauffeur/Chauffeuse (s)
Hire Car Driver (s)
Taxi Driver (s)

7105 TRUCK DRIVERS

TRUCK DRIVERS drive delivery and furniture removal vans and trucks to transport goods and materials.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-3 months on-the-job training is usual. An appropriate licence is required.

TASKS include:

- manoeuvring vehicles to load or unload goods
- loading and unloading vehicle
- stowing and securing loads
- driving vehicle to destination
- reporting and acting on vehicle maintenance needs
- maintaining logbook detailing vehicle movements
- verifying loading documents at pick up point, obtaining certification of delivery and checking condition of goods

OCCUPATIONS

- 7105-11 Delivery Driver**
Van Driver (a)
Courier Driver (s)
Taxi Truck Driver (s)
- 7105-13 Heavy Truck Driver**
Concrete Mixer Driver (s)

- Haul Truck Driver (s)
Log Hauler (s)
Road Train Driver (s)
Semi-Trailer Driver (s)
Stock Transport Driver (s)
Tanker Driver (s)
Tow Truck Driver (s)

7105-15 Furniture Removalist-Driver

7107 LOCOMOTIVE DRIVERS

LOCOMOTIVE DRIVERS drive railway engines or self propelled rolling stock as part of a railway system. They may supervise, or receive training in, occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 3-5 years previous experience. 2-4 months on-the-job training is usual.

TASKS include:

- checking locomotive to ensure safety of engine prior to use
- observing gauges, indications and signals prior to commencement of journey
- monitoring indicator gauges of engine throughout the journey
- observing signal directions and track
- driving locomotive, stopping at stations for passengers or freight
- reporting irregularities in engine or rolling stock

OCCUPATIONS

- 7107-01 Supervisor, Locomotive Drivers**
- 7107-11 Locomotive Driver**
Locomotive Engineman/woman (a)
Rail Car Driver (s)
Train Driver (s)
Underground Locomotive Driver (s)
- 7107-91 Trainee Locomotive Driver**
Assistant Locomotive Driver (s)
Locomotive Observer (s)
Railway Fireman/woman (s)

MINOR GROUP 72

MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)

MOBILE PLANT OPERATORS (EXCEPT TRANSPORT) operate mechanical plant whose mobility is essential to its function, for a variety of purposes other than the transportation of goods or passengers.

Occupations in this minor group have a level of skill commensurate with 3-24 months on-the-job training. They often require special licences.

Tasks performed by Mobile Plant Operators (except Transport) typically include driving plant to worksite; selecting and fitting attachments; driving or manoeuvring plant on site; manipulating controls to operate attachments, including pumps on fire engines, mechanically, hydraulically or electrically so as to pick up or deposit material, and servicing and maintaining plant.

This minor group includes Underground Truck Operators, because they operate specialised underground trucks to move ore short distances underground as an integral part of the mining operation, and often operate other mining plant as well; Fire Fighters who drive motor vehicles, because these vehicles are primarily concerned with fire fighting rather than transport; and Fork Lift and Related Drivers, because they move heavy or awkward loads over very short distances.

Underground Locomotive Drivers are excluded from this minor group because they specialise in driving locomotives to transport people, equipment and ore, often over large distances. They are located in Unit Group 7107, Locomotive Drivers. Drilling Rig Operators are excluded because, although drilling rigs are portable, their mobility is not essential to their function. They are located in Unit Group 7317, Drilling Plant Operators. Crane Operators who operate mobile cranes are excluded because they cannot reliably be distinguished in statistical collections from stationary Crane Operators. They are located in Unit Group 7311, Crane Operators.

The occupations in this minor group are classified into the following unit groups:

- 7201 EXCAVATING AND EARTHMOVING PLANT OPERATORS**
- 7203 FORKLIFT AND RELATED DRIVERS**
- 7205 LOGGING PLANT OPERATORS**
- 7207 PAVING AND SURFACING PLANT OPERATORS**
- 7209 AGRICULTURAL PLANT OPERATORS**
- 7211 FIRE FIGHTERS**
- 7299 OTHER MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)**

7201 EXCAVATING AND EARTHMOVING PLANT OPERATORS

EXCAVATING AND EARTHMOVING PLANT OPERATORS operate machinery used to excavate soil, ore and rock, break up pavement, road, rock and obstructions, move and load earth, rock and debris and level, smooth and compact surfaces, in construction, mining, forestry and other projects. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-4 years previous experience in a related labouring area. On-the-job training varies widely from 1 month to 2 years.

TASKS include:

- operating plant and selecting and operating attachments (winch, tree faller, loading scoop, bucket, bucket chain or wheel, drill, rock breaking hammers, and blades with or without teeth)

- raising, lowering and manipulating attachments using manual or electrical controls
- driving and manoeuvring plant within surveyors' pegs or working from drawings, markers or verbal instructions
- monitoring operation of equipment and ensuring safety of other workers particularly within mines or on mining sites
- servicing, lubricating, cleaning and refuelling equipment, performing minor repairs
- communicating with other operators for on-site co-ordination

OCCUPATIONS

- 7201-01 Supervisor, Excavating and Earthmoving Plant Operators**
Dragline Supervisor (s)
Pit Supervisor (s)
Shift Boss (Mining) (s)
- 7201-11 Bulldozer Operator**

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

- 7201-13** Scraper Operator (Earthmoving)
- 7201-15** Back-hoe Operator
- 7201-17** Trench-digging Machine Operator
- 7201-19** Loader Operator (Earthmoving)
Bobcat Operator (s)
Front-end Loader Operator (s)
- 7201-21** Open Cut Mining Plant Operator
Bucketwheel Excavator Operator (s)
Dragline Operator (s)
Mining Shovel Operator (s)
- 7201-23** Underground Plant Operator
Continuous Mining Machine Operator (s)
Development Machine Miner (s)
Longwall Miner Operator (s)
Mechanical Bogger Operator (s)
Underground Truck Operator (s)
- 7201-25** Dredge Operator
- 7201-27** Grader Operator
- 7201-29** Excavator Operator
Hydraulic Rock Breaker Operator (s)
- 7201-91** Trainee Excavating and Earthmoving Plant Operator
Dragline Oiler (s)
Shovel Greaser (s)
Shovel Oiler (s)

7203 FORKLIFT AND RELATED DRIVERS

FORKLIFT AND RELATED DRIVERS operate motorised trucks equipped with either hydraulic fork lift or platform, or elevated frame with levers, to move crates, palletised goods, cartons, bales, timber, shipping containers and other heavy, large or unwieldy loads.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-4 months on-the-job training is usual. An appropriate licence is required.

TASKS include:

- operating controls of fork lift to align truck and raise or lower fork to stack or unstack articles
- positioning load against heel of forks to maintain stability of load and truck
- driving loaded truck to required position
- driving straddle carrier to position straddle frame and mechanism above load
- operating controls to move levers to grasp load, raise it and drive to delivery point
- servicing machinery, repairing minor faults and reporting mechanical problems to supervisor

OCCUPATIONS

- 7203-11** Forklift Driver
Reach Truck Driver (s)
Turret Truck Driver (s)
- 7203-13** Straddle Carrier Operator

STRUCTURE AND GROUP DEFINITIONS

7205 LOGGING PLANT OPERATORS

LOGGING PLANT OPERATORS operate machines to fell trees, cut them into logs, and load or transport logs onto trucks.

SKILL LEVEL

The entry requirement for this unit group is 1 year of previous experience. 3-6 months on-the-job training is usual. A driver's licence and licence to operate specialised machinery is required.

TASKS include:

- positioning plant, blades, crane boom, grapple and other equipment
- operating machinery to hold, sever and lift trees
- operating attachments to lift, swing, release or sort trees or logs for size
- feeding felled trees into processors for delimbing and cutting into logs
- transporting logs to loading areas and pushing into bundles
- loading logs onto stock pile or into truck
- servicing machinery and performing minor repairs

OCCUPATIONS

- 7205-11** Logging Plant Operator
Forwarder Operator (s)
Skidder Operator (s)
Tree Feller Operator (s)

RELATED OCCUPATIONS

- 8203 Forestry Labourers

7207 PAVING AND SURFACING PLANT OPERATORS

PAVING AND SURFACING PLANT OPERATORS operate machines to spread and level hot bituminous paving materials or lay concrete on highways, streets and parking areas. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-6 months on-the-job training is usual. An appropriate licence is required for some equipment.

TASKS include:

- signalling driver to position vehicle for dumping load
- regulating temperature of material flowing from hopper
- driving machine along specified path observing distribution of paving material and operating controls to maintain specified paving thickness
- operating controls to advance spreader
- adjusting screed to desired paving width
- operating road roller to smooth and compact surface
- cleaning, servicing and maintaining machinery

OCCUPATIONS

- 7207-01** Supervisor, Paving and Surfacing Plant

Operators**7207-11 Paving Plant Operator****7207-13 Road Roller Operator**
Compactor Operator (a)**7209 AGRICULTURAL PLANT OPERATORS**

AGRICULTURAL PLANT OPERATORS operate tractor-drawn or self-propelled machinery to clear and cultivate land, sow and harvest plants in an agricultural or amenity horticultural operation.

SKILL LEVEL

The entry requirement for this unit group is 6-12 months previous experience. 1-6 months on-the-job training is usual. A driver's licence is required.

TASKS include:

- driving or transporting machines to work site
- attaching implements or equipment to tractor
- operating tractor-drawn or self-propelled machinery to plough land, fertilise, plant, cultivate, spray or harvest crops
- performing gardening duties with specialised machinery such as rotary hoes and auto scythes
- adjusting speed, height or depth of machinery or attached implements
- servicing and repairing machinery

OCCUPATIONS**7209-11 Farm Machinery Operator**
Cotton Picking Machine Operator (s)
Farm Tractor Driver (s)
Harvester Operator (s)**7209-13 Amenity Horticulture Machine Operator**
Auto Scythe Operator (s)
Rotary Hoe Operator (s)**7211 FIRE FIGHTERS**

FIRE FIGHTERS control or extinguish fires and protect life and property threatened by fires or accidents, and participate in and co-ordinate fire prevention activities. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit

group although 3 months - 2 years on-the-job training is usual.

TASKS include:

- operating pumps and spraying water, foam or chemicals from hose or extinguisher to put out fires or to disperse or neutralise dangerous substances
- developing fire-fighting and rescue techniques to combat specific hazards
- co-ordinating training of volunteers and instructing in fire-prevention, fire-fighting, rescue and use of breathing apparatus
- driving fire truck or other vehicle to scene of fire or emergency
- rescuing people from dangerous or inaccessible places using ladders or elevating platforms
- administering first aid and artificial respiration
- organising operations of a fire brigade
- investigating fire hazards and taking or co-ordinating necessary fire prevention action

OCCUPATIONS**7211-01 Supervisor, Fire Fighters****7211-11 Fire Fighter**
Fire Engineer (Army) (s)
Fire Prevention Officer (s)**7299 OTHER MOBILE PLANT OPERATORS (EXCEPT TRANSPORT)**

This unit group covers occupations not elsewhere classified in Minor Group 72, Mobile Plant Operators (Except Transport).

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-12 months on-the-job training is usual. An appropriate licence is required for some equipment.

OCCUPATIONS**7299-11 Railway Track Repair Machine Operator****7299-99 Mobile Plant Operators nec**
Cable Ferry Operator (s)
Military Aircraft Handler (s)
Recovery Mechanic (Army) (s)
Road Linemarkers (s)
Road Sweeper Operator (s)
Specialist Vehicles Operator (Army) (s)

MINOR GROUP 73 STATIONARY PLANT OPERATORS

STATIONARY PLANT OPERATORS operate large and complex mechanical equipment which is often fully or partly automated (including large or multi-stage manufacturing equipment), at a fixed location.

Occupations in this minor group have a level of skill commensurate with 3-24 months on-the-job training. They often require special licences.

Tasks performed by Stationary Plant Operators typically include controlling supply of power or fuel, and quantity and mix of materials to be processed or handled; starting plant; visually monitoring operation of plant, directly or by referring to instruments, to ensure safe operation and satisfactory level of throughput; manipulating controls of plant to move materials, transfer materials between process phases, or control electricity distribution; and monitoring condition of plant, reporting major problems and repairing minor defects.

This minor group includes operators of small furnaces and kilns because they perform similar tasks to the operators of large ones, and cannot reliably be distinguished from them in statistical collections. Crane Operators, who may operate both stationary and mobile cranes, are included in this minor group.

Plastics, Rubber, Chemical and similar Production Machine Operators are excluded from this minor group as they operate separate machines which perform discrete single manufacturing operations rather than integrated manufacturing plant. They are included in Minor Group 74, Machine Operators.

Occupations in this minor group are classified into the following unit groups:

- 7301 POWER GENERATION PLANT OPERATORS**
- 7303 ENGINE AND BOILER OPERATORS (EXCEPT POWER GENERATION)**
- 7305 CHEMICAL PLANT OPERATORS**
- 7307 PETROLEUM AND GAS PLANT OPERATORS**
- 7309 BULK MATERIALS HANDLING PLANT OPERATORS**
- 7311 CRANE OPERATORS**
- 7313 HOIST, WINCH AND LIFT OPERATORS**
- 7315 FURNACE AND KILN OPERATORS**
- 7317 DRILLING PLANT OPERATORS**
- 7399 OTHER STATIONARY PLANT OPERATORS**

7301 POWER GENERATION PLANT OPERATORS

POWER GENERATION PLANT OPERATORS operate equipment for the generation, distribution and transmission of electric power. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a basic or post-trade certificate and previous experience of 5 years. On-the-job training of 5 years is usual.

TASKS include:

- controlling the flow of fuel to generating equipment
- opening and closing power switches to control the distribution of electricity over feeder circuits between generating station and sub-stations and to transfer load between circuits
- shutting down boiler or turbine to decrease power output

- observing instruments and switchboard to monitor the operation of generator and turbine, and the transmission of electricity
- recording details of equipment performance, instrument readings and switching operations
- cleaning and lubricating components and equipment

OCCUPATIONS

- 7301-01 Supervisor, Power Generation Plant Operators**
- 7301-11 Power Generation Plant Operator**
Hydro-electric Station Operator (s)
Power Generation Turbine Room Operator (s)

**7303 ENGINE AND BOILER OPERATORS
(EXCEPT POWER GENERATION)**

ENGINE AND BOILER OPERATORS (EXCEPT POWER GENERATION) operate various types of stationary engines (including marine engines) and associated mechanical equipment.

SKILL LEVEL

There is no formal entry requirement for this unit group, although Stationary Engine and Boiler Operator requires a 3-6 months basic certificate. 1-4 years on-the-job training is usual.

TASKS include:

- setting valves, levers and switches to control the output of engines, boilers, refrigeration systems, air conditioning systems and associated mechanical equipment
- observing instrument readings to ensure efficient operation of engines and machinery and to detect malfunctions
- lubricating moving parts and replenishing oil and grease
- cleaning machinery, gauges and instruments
- recording instrument readings, hours of operation, fuel consumption and power output

OCCUPATIONS

7303-11 Stationary Engine and Boiler Operator
Air-Conditioning Plant Operator (s)
Boiler Attendant (s)
Motorman/woman (Fluids Drilling) (s)
Refrigeration Plant Operator (s)
Sugar Mill Engine Driver (s)

7303-13 Marine Engine and Boiler Operator
Marine Greaser (s)

RELATED OCCUPATIONS

3307-11 Marine Engineer

7305 CHEMICAL PLANT OPERATORS

CHEMICAL PLANT OPERATORS operate equipment used in the production of chemicals. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 3 years previous experience as an assistant.

TASKS include:

- controlling the preparation and measuring of raw material
- controlling the feeding of raw material and processing agents into the plant
- setting controls and operating machinery to initiate and regulate chemical processes
- checking instruments and equipment to ensure proper operation
- taking samples for testing
- recording process data

OCCUPATIONS

7305-01 Supervisor, Chemical Plant Operators
Supervisor, Chemical Pilot Plant Operators (s)

7305-11 Chemical Plant Operator
Distiller (Chemicals) (s)
Fermentation Operator (Chemicals) (s)
Industrial Gas Production Operator (s)
Paint Maker (s)
Pharmaceutical Plant Operator (s)
Pilot Plant Operator (s)

7305-91 Trainee Chemical Plant Operator

RELATED OCCUPATIONS

1399-11 Engineering Manager
3103-13 Chemistry Technician

7307 PETROLEUM AND GAS PLANT OPERATORS

PETROLEUM AND GAS PLANT OPERATORS operate equipment to process oil and gas, to distribute refined products, to pump treatment agents into well holes and to test well pipes. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-24 months on-the-job training is usual.

TASKS include:

- setting and monitoring operating controls on equipment
- transferring oil and gas from well to refinery, within the refinery and from the refinery to the terminal by operating pumping equipment
- operating processing equipment to refine natural gas, manufacture refined petroleum products, and blend petroleum base stocks
- pumping treatment agents into well to stimulate oil and gas flow, seal rock formations or plug disused wells
- testing well pipes for leaks and fractures and taking samples of oil and gas from wells
- recording details of operations, production, quantities transferred and test data

OCCUPATIONS

7307-01 Supervisor, Petroleum and Gas Plant Operators
Supervisor, Oil and Gas Well Treatment Operators (s)
Supervisor, Oil, Gas and Pipe Testing Operators (s)

7307-11 Petroleum and Gas Refining and Pumping Operator
Gas Compressor Turbine Operator (s)
Grease Manufacturing Plant Operator (s)
Petroleum Blending Plant Operator (s)
Petroleum Process Unit Operator (s)
Petroleum Shipping Plant Operator (s)

7307-13 Oil and Gas Well Treatment Operator
Oil Well Cementer (s)
Well Treatment Blender Operator (s)
Well Treatment Pump Operator (s)

7307-15 Oil, Gas and Pipe Tester
Oil and Gas Production Testing Operator (s)
Torque-turn Computer Operator (s)

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

7309 BULK MATERIALS HANDLING PLANT OPERATORS

BULK MATERIALS HANDLING PLANT OPERATORS operate equipment to load, unload, move or store bulk materials. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-12 months previous experience. 1-3 months on-the-job training is usual. State government licences may be required to operate some types of equipment.

TASKS include:

- starting and stopping equipment
- monitoring equipment visually, through gauges and instruments, or through computerised equipment
- operating equipment to stockpile bulk materials, move bulk materials, liquids and fluidised solids, load and unload bulk materials from railway cars and ships
- communicating with other operators to co-ordinate actions
- inspecting controls and equipment to identify wear and damage
- reporting shift operations, level of productivity and breakdowns

OCCUPATIONS

- 7309-01 Supervisor, Bulk Materials Handling Plant Operators**
Supervisor, Fluids Loading and Unloading Plant Operators (s)
- 7309-11 Bulk Materials Handling Plant Operator**
Bucketwheel Reclaimer Operator (s)
Bulk Fluids Handler (s)
Car Dumper Operator (s)
Conveyor Belt Operator (s)
Grain Handler (s)
Ore Stacker Operator (s)
Tank Farm Operator (s)
Train Loader Operator (s)

7311 CRANE OPERATORS

CRANE OPERATORS operate stationary or mobile cranes to lift, move and lower objects. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 2-4 months on-the-job training is usual. State governments issue licences.

TASKS include:

- operating controls to rotate crane, move crane on fixed rails, raise and lower boom, and raise and lower hook
- communicating with rigger to position hook and to raise, move and place loads
- checking instruments
- inspecting equipment for malfunctions or wear
- lubricating ropes and winches on crane and replacing worn cables

OCCUPATIONS

- 7311-01 Supervisor, Crane Operators**

- 7311-11 Crane Operator**
Cherry Picker Operator (s)
Portainer Operator (s)

RELATED OCCUPATIONS

- 8405-13 Rigger (Construction)
8499-13 Crane Chaser

7313 HOIST, WINCH AND LIFT OPERATORS

HOIST, WINCH AND LIFT OPERATORS operate hoists, winches or lifts to move materials, equipment or people. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-36 months on-the-job training is usual. State governments issue licences and learner's permits for some classes of equipment.

TASKS include:

- operating controls to raise or lower hoist or lift containing materials, equipment or people
- operating winch to raise, lower or wind in object
- testing equipment before use to ensure safety
- controlling movement of load directly or by signalling to other operators
- monitoring operation of hoist, winch or lift and instruments to detect malfunctions and problems

OCCUPATIONS

- 7313-01 Supervisor, Hoist, Winch and Lift Operators**
- 7313-11 Hoist, Winch and Lift Operator**
Braceman/woman (s)
Mine Cage Attendant (s)
Skipman/woman (s)
Winding Engine Driver (s)

RELATED OCCUPATIONS

- 7311 Crane Operators

7315 FURNACE AND KILN OPERATORS

FURNACE AND KILN OPERATORS operate furnaces, quenching plants, kilns or ovens to smelt, refine or treat metals, fire ceramics, dry and season wood products and timber, or burn waste. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-2 years previous experience as a factory hand or assistant. 1-12 months on-the-job training is usual. Heat Treatment Furnace Operators require a 2 year basic certificate.

TASKS include:

- controlling the introduction of materials to be melted, treated, fired, dried or burned into the furnace, kiln or oven
- preparing materials to be added to molten metal

and preparing quenching media for the heat treatment of metals

- operating cooling and quenching equipment to treat metal
- tapping furnaces and feeding molten metal into moulds, crucibles or other processing plant
- removing product and waste from furnace, kiln or oven

OCCUPATIONS

7315-01 Supervisor, Furnace and Kiln Operators
Supervisor, Blast Furnace Operators (s)
Supervisor, Roasting Plant Operators (s)
Supervisor, Smelting Plant Operators (s)

7315-11 Metals Furnace Operator
Smelting Furnace Operator (a)
Basic Oxygen Steelmaking Furnace Operator (s)
Blast Furnace Operator (s)
Cupelman/woman (s)
Kettleman/woman (s)
Open Hearth Furnace Operator (s)
Pot Operator (Aluminium) (s)

7315-13 Heat Treatment Furnace Operator
Annealer (s)
Case Hardener (s)
Hardener (s)
Soaking Pit Furnace Operator (s)
Temperer (s)

7315-15 Kiln Operator
Clay Products Kiln Operator (s)
Ore Roaster Operator (s)
Pellet Plant Operator (s)
Timber Kiln Operator (s)

7315-17 Incinerator Plant Operator
Crematorium Plant Operator (s)

7317 DRILLING PLANT OPERATORS

DRILLING PLANT OPERATORS operate drilling rigs and related equipment to bore wells, shot holes and pilot holes. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-2 years previous experience as driller's offsider or mining labourer. 6 months on-the-job training is usual.

TASKS include:

- moving drilling rig and equipment from site to site
- setting up rig, positioning drilling equipment and connecting power cables and water and air hoses
- operating drilling rig, starting and stopping drill and changing drill bits
- retrieving broken equipment from holes
- directing offsidars and labourers assisting drilling operations
- recording details of operation, performance of well and information obtained by drilling

OCCUPATIONS

7317-01 Supervisor, Drilling Plant Operators
Master Driller (a)
Toolpusher (a)
Directional Driller (s)

7317-11 Drilling Plant Operator
Air Track Operator (s)
Coal Seam Drill Operator (s)
Diamond Driller (s)
Fishing Tool Operator (s)
Jumbo Drill Operator (s)
Long Hole Drill Operator (s)
Power Tong Operator (s)
Raise Drill Operator (s)
Reeled Tubing Operator (s)
Rock Drill Operator (s)
Rotary Drill Operator (s)
Service Rig Operator (s)
Shaft Sinker (s)
Snubbing Unit Operator (s)
Water Well Driller (s)
Winze Sinker (s)

RELATED OCCUPATIONS

1305 Production Managers
8415-11 Mining Labourer

7399 OTHER STATIONARY PLANT OPERATORS

This unit group covers occupations not elsewhere classified in Minor Group 73, Stationary Plant Operators.

OCCUPATIONS

7399-01 Supervisor, Other Stationary Plant Operators

7399-11 Mineral Ore Treating Plant Operator
Coal Preparation Plant Operator (s)
Flotation Operator (s)
Ore and Stone Crusher Operator (s)
Ore Separator Operator (s)
Ore Treating Solution Operator (s)
Surface Hydraulic Fill Operator (s)
Wash Plant Operator (s)

7399-13 Metal Rolling Mill Operator
Metal Roller (a)
Rolling Mill Assistant (s)

7399-15 Paper Pulp Preparation Plant Operator

7399-17 Wood Chipping and Particleboard Plant Operator
Hardboard Plant Operator (s)
Hardboard Press Operator (s)
Oil Tempering Operator (s)

7399-19 Railway Switching and Signalling Operator
Railway Shunter (s)
Railway Yard Assistant (s)

7399-21 Timber Treatment Plant Operator

7399-23 Concrete Pump Operator

7399-25 Insulation Maker
Insulation Cupola Operator (s)

7399-27 Cement Production Plant Operator

7399-29 Water Supply and Treatment Plant Operator
Irrigation Supervisor (s)
Lock Master (Water Transport) (s)
Sewage Plant Operator (s)

7399-31 Electrolytic Cell Operator
Electrolytic Refiner (a)

7399-33 Carbon Plant Worker
Anode Press Operator (s)

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

Rodding Press Operator (s)

7399-35 Concrete Batching Plant Operator
Premix Concrete Batchers (s)

7399-99 Stationary Plant Operators nec
Clay Crusher Operator (s)
Distiller (Beverages) (s)
Lighthouse Keeper (s)
Oilseed Processing Operator (s)
Weighbridge Operator (s)

RELATED OCCUPATIONS

7105 Truck Drivers
7107 Locomotive Drivers
7401-11 Rolling Mill Assistant
7415 Paper and Paper Products Machine
Operators
8403-11 Concrete Worker

MINOR GROUP 74 MACHINE OPERATORS

MACHINE OPERATORS operate discrete items of stationary mechanical processing equipment performing a single function, typically a single stage of a manufacturing process.

Occupations in this minor group have a level of skill commensurate with 3-12 months on-the-job training.

Tasks performed by Machine Operators typically include affixing attachments, setting controls, loading material to be processed and preparing surfaces prior to operation; starting machine, observing operation and adjusting controls to regulate temperature, pressure, blend of ingredients and speed of operation; cleaning and lubricating machinery and repairing minor defects; sampling output and checking quality; unloading and storing output; and maintaining production records.

Chemical, Petroleum and Gas Plant Operators are excluded from this minor group because they produce chemical, petroleum and gas products through a number of processes. They are located in Unit Groups 7305 and 7307. Data Processing and Business Machine Operators are excluded because they do not operate mechanical processing equipment, but electronic equipment, and deal with data rather than material input. They are located in Minor Group 52, Data Processing and Business Machine Operators. Tradespersons who operate machines are excluded because they perform tasks of greater range and complexity, requiring the application of a body of practical knowledge. They are located in Major Group 4, Tradespersons.

Occupations in this minor group are classified into the following unit groups:

- 7401 BASIC METAL PRODUCTS MACHINE OPERATORS**
- 7403 METAL PRESS OPERATORS**
- 7405 OTHER METAL PRODUCTS MACHINE OPERATORS**
- 7407 PLASTICS PRODUCTION MACHINE OPERATORS**
- 7409 RUBBER PRODUCTION MACHINE OPERATORS**
- 7411 CHEMICAL PRODUCTION MACHINE OPERATORS**
- 7413 WOOD PROCESSING MACHINE OPERATORS**
- 7415 PAPER AND PAPER PRODUCTS MACHINE OPERATORS**
- 7417 GLASS PRODUCTION MACHINE OPERATORS**
- 7419 CLAY AND STONE PROCESSING MACHINE OPERATORS**
- 7421 YARN PRODUCTION MACHINE OPERATORS**
- 7423 HIDE AND SKIN PROCESSING MACHINE OPERATORS**
- 7425 FABRIC PRODUCTION MACHINE OPERATORS**
- 7427 TEXTILE SEWING MACHINISTS**
- 7429 SHOEMAKING MACHINE OPERATORS**
- 7431 FOOD PROCESSING MACHINE OPERATORS**
- 7433 PACKAGING MACHINE OPERATORS**
- 7435 PHOTOGRAPHIC PRODUCTS MACHINE OPERATORS**
- 7499 OTHER MACHINE OPERATORS**

7401 BASIC METAL PRODUCTS MACHINE OPERATORS

BASIC METAL PRODUCTS MACHINE OPERATORS operate machines which produce a variety of basic metal products such as coils, moulds or cores for casting, wire and rods. They may supervise occupations in this unit group. (Metal Press Operators are excluded from this unit group.)

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-12 months on-the-job training is usual.

TASKS include:

- affixing attachments to machine
- selecting computer programs, setting control panel,

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

lubricating mould or loading feed mechanism prior to operation

- threading strip or coil into coiling mechanism, feeding wire or cable into dies for drawing
- packing sand around pattern contours prior to operation of machine which consolidates sand to form mould
- lifting mould from pattern
- operating equipment to release ladle stopper to pour molten metal into moulds, observing level and operating stopper lever when mould is full
- operating controls to regulate temperature, pressure, speed or flow of operation
- repairing or replacing defective parts, repairing breaks in wire or cracks in moulds

OCCUPATIONS

- 7401-01 Supervisor, Basic Metal Products Machine Operators**
- 7401-11 Machine Moulder**
- 7401-13 Casting Machine and Ladle Operator**
Ladleman/woman (Metals) (s)
Metal Pourer (s)
Teemer (Iron and Steel) (s)
- 7401-15 Wire Drawing Machine Operator**
- 7401-17 Metal Extrusion Press Operator**

7403 METAL PRESS OPERATORS

METAL PRESS OPERATORS operate machinery to shape and form metal stock and components or form products such as rods, bars, seamless tubing and structural shapes.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-12 months on-the-job training is usual.

TASKS include:

- securing workpiece on working surface or setting up press with appropriate dies prior to operation
- loading stock or other items into feeding mechanism
- operating controls which activate stamping or pressing mechanism or hydraulic ram which forces metal through dies
- operating controls to regulate temperature, pressure and speed of operation
- monitoring operation, removing processed items, lubricating dies and reloading machine
- examining products, recording and reporting defects

OCCUPATIONS

- 7403-11 Metal Press Operator**

7405 OTHER METAL PRODUCTS MACHINE OPERATORS

OTHER METAL PRODUCTS MACHINE OPERATORS operate machines which produce and finish metal

products other than those covered elsewhere in minor group 74, Machine Operators.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-6 months on-the-job training is usual.

TASKS include:

- setting up and checking the functioning of the machine prior to operation
- loading stock or other items into feeding mechanism
- cleaning and smoothing metal surfaces by grit blasting, applying bond coating to help adherence of metal or ceramic spray-coat
- spraying molten metal or ceramic onto metal products
- monitoring operations such as bending, dressing/grinding, galvanising, stretching, spring production or spray-coating
- examining product for defects or uniform thickness, recording and reporting defects

OCCUPATIONS

- 7405-11 Other Metal Products Machine Operators**
Forging Machine Operator (s)
Key Cutter (s)
Knife Sharpener (s)
Metal Dresser and Grinder (s)
Metal Sprayer (s)
Plasma Sprayer (s)
Springmaking Machine Operator (s)
Thermal Sprayer (s)

7407 PLASTICS PRODUCTION MACHINE OPERATORS

PLASTICS PRODUCTION MACHINE OPERATORS operate machines which manufacture and finish a variety of plastic products by extruding, moulding, mixing, drawing, embossing, laminating and other processes. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-12 months on-the-job training is usual.

TASKS include:

- affixing, assembling or installing attachments
- spraying moulds with gelcoat, setting controls and checking the functioning of the machine prior to operation
- loading materials, items or ingredients for mixing into machine or feeding mechanism
- threading wire or cable (to be coated in plastic) through machine, extrusion dies and cooling chamber and fastening it to take-up reel
- operating controls which activate hydraulic ram to emboss, laminate or draw sheet through die
- operating mixing or pouring machinery
- operating controls to regulate temperature, pressure, speed and flow of operation
- monitoring operation, and regulating material supply or adding chemicals and colourants to mixture

- spraying fibre reinforced plastic onto mould or product
- examining products for defects, performing minor repairs and maintaining production records
- trimming flash

OCCUPATIONS

- 7407-01 Supervisor, Plastics Production Machine Operators**
- 7407-11 Plastics Production Machine Setter**
Cellular Plastics Machine Setter (s)
Plastics Extruding Machine Setter (s)
Plastics Moulding Machine Setter (s)
Thermoforming Machine Setter (s)
- 7407-13 Plastics Extruding Machine Operator**
- 7407-15 Plastics Moulding Machine Operator**
Blow Moulding Machine Operator (s)
Compression Moulding Machine Operator (s)
Injection Moulding Machine Operator (s)
Rotational Moulding Machine Operator (s)
Thermoforming Machine Operator (s)
- 7407-17 Cellular Plastics Machine Operator**
Plastics Foam Machine Operator (s)
- 7407-19 Plastics Sheet Press Operator**
- 7407-21 Plastics Blending Machine Operator**
Powder Hand (Plastics) (s)
- 7407-23 Gun Hand (Plastics)**
- 7407-25 Sheathing Extruder**
Wire Sheather (s)

7409 RUBBER PRODUCTION MACHINE OPERATORS

RUBBER PRODUCTION MACHINE OPERATORS operate machines and perform ancillary tasks to manufacture rubber products such as tyres and reinforced hose. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-6 months on-the-job training is usual.

TASKS include:

- affixing attachments to machine
- setting controls and checking functioning of machine prior to operation
- loading stock
- marking out patterns from blue-prints and cutting sheets
- cleaning and smoothing non-rubber surfaces by sandblasting
- threading hose, cord or wire into knitting machine and monitoring operation to ensure uniform tension
- operating controls to regulate temperature, pressure and speed of grinding or production
- monitoring operation and controlling curing process
- removing wrinkles and compressed air in rolling operations
- trimming flash
- measuring product dimensions with special instruments

- weighing product
- examining products for defects, and performing minor repairs
- maintaining production records

OCCUPATIONS

- 7409-01 Supervisor, Rubber Production Machine Operators**
- 7409-11 Tyre Production Machine Operator**
Tyre Builder (s)
Tyre Retreader (s)
- 7409-99 Rubber Production Machine Operators nec**
Rubber Knitting Machine Operator (s)
Rubber Roll Builder (s)
Rubber Roller Grinder Operator (s)

7411 CHEMICAL PRODUCTION MACHINE OPERATORS

CHEMICAL PRODUCTION MACHINE OPERATORS operate a variety of machinery and equipment to produce pharmaceuticals, toiletries, explosives and other chemical products. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 2-6 months on-the-job training is usual.

TASKS include:

- weighing and measuring chemical and other ingredients prior to operation
- pouring or pumping chemical or other ingredients including chemical agents or binding liquids into machinery
- operating and monitoring machines that mix, mill, grind, compress, coat, fill, seal and mould ingredients
- operating controls to regulate temperature, pressure, flow and speed of operation
- cleaning and disinfecting machinery
- inspecting and testing products for defects

OCCUPATIONS

- 7411-01 Supervisor, Chemical Production Machine Operators**
Supervisor, Explosives Production Machine Operators (s)
Supervisor, Pharmaceuticals and Toiletries Production Machine Operators (s)
- 7411-11 Pharmaceuticals and Toiletries Production Machine Operator**
Granulator Machine Operator (s)
Soap Maker (s)
Suture Maker (s)
Tablet Making Machine Operator (s)
Toiletries Moulder and Compressor (s)
- 7411-13 Explosives Production Machine Operator**
Bullet Maker (s)
Explosives Mixer Operator (s)
Fuse Maker (s)
Nitrocellulose Maker (s)
- 7411-99 Chemical Production Machine Operators nec**
Candle Maker (s)

7413 WOOD PROCESSING MACHINE OPERATORS

Machine Stress Grader Operator (s)
Sawmill Moulder Operator (s)

WOOD PROCESSING MACHINE OPERATORS operate a variety of sawing and other machines to make logs or cut them into poles or timber pieces; and operate machinery such as rollers and presses to make plywood, particleboard, solid laminate or similar timber products. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is a 6-12 months vocational certificate or at least 12 months experience in a related area (i.e. Plywood Factory Hand, Sawmill Labourer etc). 3-12 months on-the-job training is usual.

TASKS include:

- setting controls, guides, saws, knives and pressure bars prior to operation
- operating controls to regulate temperature, pressure, and speed of operation
- monitoring operation, resetting guides, replacing defective timber for re-processing, cleaning glue from press plate, clearing blockages in hoppers or other feeding mechanisms, replacing saw blades or selecting different blades
- measuring with special instruments to ensure that product is of specified dimensions
- examining products for defects, performing repairs and maintaining production records
- grading wood and veneer

OCCUPATIONS

- 7413-01 Supervisor, Wood Processing Machine Operators**
Supervisor, Plywood Making Machine Operators (s)
Supervisor, Saw Operators (s)
- 7413-11 Head Sawyer**
Breakdown Sawyer (a)
- 7413-13 Resawyer**
Cant Gang Sawyer (s)
Edgerman/woman (s)
Ripsaw Operator (s)
Trim Saw Operator (s)
- 7413-15 Dockerman/woman**
Log Preparer (s)
Sawmill Docker (s)
- 7413-17 Timber Stock Cutter**
Wood Trimmer (s)
- 7413-19 Veneer Production Machine Operator**
Veneer Clipper (s)
Veneer Guillotine Operator (s)
Veneer Lathe and Slicer Operator (s)
Veneer Splicing Machine Operator (s)
Veneer Trimmer Operator (s)
- 7413-21 Plywood Production Machine Operator**
Plywood and Veneer Repairer (s)
Plywood Centre Feeder (s)
Plywood Centre Layer (s)
- 7413-23 Wood Laminating Press Operator**
Particleboard Laminator Operator (s)
- 7413-99 Wood Processing Machine Operators nec**
Debarker Operator (s)
Drop-Sorter Operator (s)
Hogger Operator (s)
Leverman/woman (s)

7415 PAPER AND PAPER PRODUCTS MACHINE OPERATORS

PAPER AND PAPER PRODUCTS MACHINE OPERATORS operate wet and dry end papermaking machines and construct forms for use in cutting and creasing paperboard. They may supervise occupations in this unit group.

SKILL LEVEL

Entry requirement for this unit group is 1-2 years previous experience as a factory hand or printing machine assistant. 3-12 months on-the-job training is usual.

TASKS include:

- positioning roll of paper on machine reel and threading paper around rollers
- checking auxiliary equipment
- filling machinery with liquid stock prior to operation
- operating controls to regulate temperature, flow, pressure and speed of operation
- monitoring operation, smoothing wrinkles, observing flow of white water and pulp stock, and replenishing stock
- cutting and bending metal strips to form setting creases and cutting knives
- assembling block sections and metal strips to make forme and fitting forme in metal frame
- examining products for defects

OCCUPATIONS

- 7415-01 Supervisor, Paper and Paper Products Machine Operators**
- 7415-11 Wet End Papermaking Machine Operator**
Fourdrinier Machine Operator (s)
Inverform Machine Operator (s)
Paperboard Machine Operator (s)
- 7415-13 Dry End Papermaking Machine Operator**
Paper Rewinder Operator (s)
Supercalender Operator (Papermaking) (s)
- 7415-15 Paper Products Machine Operator**
Carton Cutting and Crease Forme Setter (s)
Carton Making Machine Operator (s)

7417 GLASS PRODUCTION MACHINE OPERATORS

GLASS PRODUCTION MACHINE OPERATORS set up and operate machines which make and process glass to form bottles, jars, drinking glasses and other such products. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-12 months on-the-job training is usual.

TASKS include:

- affixing, assembling or installing attachments
- setting up machines, installing moulds and components using hand tools
- weighing and adding ingredients prior to operation
- adjusting duct orifices to control size of molten gob
- adjusting valves, turntable, timing of plunger in glass-pressing machine and thermostatic controls to regulate temperature, pressure speed and flow of operation
- monitoring operations, spraying and swabbing moulds
- operating controls to control annealing time of formed glassware
- setting attachments for, and controlling ejection of, sub-standard products
- examining products for defects
- measuring samples with special instruments to check conformity to specifications
- cleaning and repairing machinery

OCCUPATIONS

- 7417-01 Supervisor, Glass Production Machine Operators**
Supervisor, Glass Furnace Operators (s)
- 7417-11 Glass Production Machine Operator**
Glass Furnace Operator (s)
Glass Laminating Operator (s)
Glass Maker (s)
Glass Melt Operator (s)
Glass Toughening Operator (s)

7419 CLAY AND STONE PROCESSING MACHINE OPERATORS

CLAY AND STONE PROCESSING MACHINE OPERATORS operate machines which manufacture and finish a variety of clay and stone products by extruding, moulding, mixing, grinding, cutting and other processes. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 2-6 months on-the-job training is usual.

TASKS include:

- measuring and adding ingredients
- selecting machine components for installation by Fitters or installing smaller components
- positioning item on machine and setting grinding or cutting edge in position prior to operation
- checking machine and feeder functions
- operating controls to regulate temperature, pressure, flow and speed of operation
- shaping or cutting clay rotating on machines, using special tools
- controlling filling of moulds, finishing exposed surfaces
- removing stone from machine for further processing
- clearing blockages
- examining products for defects
- measuring samples with special instruments to

check conformity to specifications

- unloading and stacking products (i.e. tiles, porcelain, pipes)
- cleaning and repairing machinery

OCCUPATIONS

- 7419-01 Supervisor, Clay and Stone Processing Machine Operators**
Supervisor, Concrete Products Machine Operators (s)
Supervisor, Fibre Cement Machine Operators (s)
- 7419-11 Concrete Products Machine Operator**
Concrete Pipe Machine Operator (s)
Concrete Pre-cast Moulder (s)
- 7419-13 Clay Products Machine Operator**
Clay, Brick and Tile Machine Operator (s)
- 7419-15 Stone Processing Machine Operator**
Stonemasonry Machinist (a)
Stone Polisher (s)
Stone Sawyer (s)
- 7419-17 Porcelain Turner**
- 7419-19 Plasterboard Maker**
Fibrous Plaster Maker (s)
- 7419-21 Fibre-Cement Machine Operator**
Fibre-Cement Moulder (s)
- 7419-99 Clay and Stone Processing Machine Operators nec**
Abrasive Wheel Maker (s)
Brake Lining Maker (s)

RELATED OCCUPATIONS

4925-13 Potter

7421 YARN PRODUCTION MACHINE OPERATORS

YARN PRODUCTION MACHINE OPERATORS operate machines which clean, compress and bale cotton and wool and card and spin yarn. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-4 months on-the-job training is usual.

TASKS include:

- positioning supply packages at feed end of the machine
- threading slivers or yarn through rollers or guides
- pinching or twisting ends to entwine with ends of preceding material prior to operation
- setting and operating controls to regulate speed, flow, air suction and/or temperature of operation
- monitoring operation, observing effectiveness of chemical washing and other treatments
- replenishing supply packages, repairing breaks in yarn, replacing spools and tending air suction tube
- removing lint from machine using brush and air hose
- weighing bales and taking samples for classing
- maintaining production records
- cleaning and lubricating equipment

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

OCCUPATIONS

- 7421-01 Supervisor, Yarn Production Machine Operators**
Supervisor, Cotton Ginning Machine Operators (s)
- 7421-11 Yarn Carding and Spinning Machine Operator**
Gill Box Operator (s)
Yarn Comber (s)
Yarn Drawing Machine Operator (s)
Yarn Texture Machine Operator (s)
- 7421-13 Cotton Ginner**
Cotton Ginning Bookman/woman (s)
- 7421-15 Wool Scouring Operator**

7423 HIDE AND SKIN PROCESSING MACHINE OPERATORS

HIDE AND SKIN PROCESSING MACHINE OPERATORS operate a variety of wet or dry area tanning, fellmongering or leather finishing machines. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 12 months experience as a Hide and Skin Processing Labourer. 1-2 months on-the-job training is usual.

TASKS include:

- preparing for operation by setting up machines, selecting and installing attachments or components for specialised functions
- mixing and adding dyes or chemicals
- loading hides or skins into feeder mechanism and feeding leather into rollers or presses
- operating controls to regulate processing time, temperature and conditions of operation
- checking moisture content of leather
- correcting misfeeds and clearing blockages
- installing different plates or rollers to attain desired imprints
- examining final products, measuring dimensions with special instruments
- maintaining production records
- cleaning work area and equipment

OCCUPATIONS

- 7423-01 Supervisor, Hide and Skin Processing Machine Operators**
- 7423-11 Hide and Skin Processing Machine Operator**
Fellmongering Machine Operator (s)
Hide and Skin Fleshing Machine Operator (s)
Leather Drying Operator (s)
Leather Finishing Machine Operator (s)
Leather Measuring Operator (s)
Leather Printing Operator (s)
Leather Splitting and Shaving Machine Operator (s)
Sammying Machine Operator (s)
Staking Machine Operator (s)
Tanning Machine Operator (s)
Woolpulling Machine Operator (s)

7425 FABRIC PRODUCTION MACHINE OPERATORS

FABRIC PRODUCTION MACHINE OPERATORS operate machines which prepare yarn and textile fibres for fabric production, weave and knit fabric, garments, carpets and rugs, finish and repair textile products. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-6 months on-the-job training is usual. 1-2 years experience as a textile machine operator is required for Textile Products Mender.

TASKS include:

- installing attachments to machines
- mounting spools, reels, rolls or bobbins prior to operation
- preparing chemical solutions or dyes
- threading yarn through tension springs, guides, needles or reeds, slotting yarn through loom beams
- positioning packages of feed stock
- starting machine and monitoring operation to detect faults
- operating controls to regulate temperature, pressure, flow and treatment times for bleaching, dyeing, mercerising, shrinking, waterproofing, napping and texturing operations
- repairing breaks in yarn or faults in weave or knitting, replenishing feed packages and reels
- repairing textile products using mending gun, fringing machine or other equipment
- maintaining production records

OCCUPATIONS

- 7425-01 Supervisor, Fabric Production Machine Operators**
- 7425-11 Warp Machine Operator**
Beamer (a)
Warp Beamer (a)
Drawer-in (s)
Textile Dresser (s)
Textile Slasher (s)
Tier-in (s)
Warp Sizer (s)
- 7425-13 Weaver**
Carpet Weaver (s)
- 7425-15 Textile Knitting Machine Operator**
- 7425-17 Textile Dyeing and Finishing Machine Operator**
Bleaching Machine Operator (s)
Fabric Dyer (s)
Garment Dyer (s)
- 7425-19 Rope and Cord Making Machine Operator**
- 7425-21 Textile Products Mender**
- 7425-99 Fabric Production Machine Operators nec**
Fabric Bonding Machine Operator (s)
Feltmaker (s)
Needle Loom Operator (s)
Tufting Machine Operator (s)

7427 TEXTILE SEWING MACHINISTS

TEXTILE SEWING MACHINISTS operate a variety of industrial sewing machines to sew and finish garments, curtains and soft furnishings. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3 months on-the-job training is usual. 12 months as a Textile Sewing Machinist (Single Needle) is required before becoming a Textile Sewing Machinist (Multi Needle).

TASKS include:

- selecting thread and drawing thread through guides, tensioners and needle eye and positioning materials to be sewn under pressure foot prior to operation
- affixing attachments to machine
- starting, stopping and controlling speed of machine with pedal(s) or knee levers
- guiding material or parts under the needle
- inspecting stitching for defects
- cutting excess material or thread from items manually or with machine blade
- notifying repair mechanic of machine malfunctions

OCCUPATIONS

7427-01 Supervisor, Textile Sewing Machinists

7427-11 Textile Sewing Machinist (Single Needle)
 Buttonhole Machinist (s)
 Garment Finishing Operator (s)
 Overlocker (s)

7427-13 Textile Sewing Machinist (Multi Needle)
 Blindstitcher (s)
 Glove Sewer (s)
 Hemstitching Machine Operator (s)
 Pocket Welt Machine Operator (s)

7429 SHOEMAKING MACHINE OPERATORS

SHOEMAKING MACHINE OPERATORS operate a variety of machines to fabricate footwear.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-2 months on-the-job training is usual.

TASKS include:

- position material or item in machine, affixing attachments, setting dies, drawing thread through guides, slots and needles prior to operation
- operating controls
- monitoring operation, guiding parts under cutter or needle manually or using controls
- trimming edges of shoe parts, assembling and cementing shoe parts
- checking piece or finished item for defects
- stacking in bundles according to size, shape and quality

OCCUPATIONS

7429-11 Shoemaking Machine Operator

Shoemaking Cementer (a)
 Heel Builder (s)
 Inker Machine Operator (Shoemaking) (s)
 Shoemaking Finisher (s)
 Shoemaking Table Hand (s)

RELATED OCCUPATIONS

4915 Shoemaking and Repairing Tradespersons
 7407 Plastics Production Machine Operators

7431 FOOD PROCESSING MACHINE OPERATORS

FOOD PROCESSING MACHINE OPERATORS operate machines which process a variety of foods and beverages in a multiplicity of ways. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-3 years previous experience as a factory hand in a food-related area. 2 months to 1 year on-the-job training is usual.

TASKS include:

- assembling and affixing attachments
- cleaning and sanitising equipment, pumps, hoses, storage tanks and vessels
- assembling flow lines
- transferring liquid stock, weighing, measuring and adding ingredients prior to operation
- loading feeder mechanism and starting machine
- operating controls to regulate temperature, pressure, flow and treatment time
- clearing blockages
- changing die to produce different shapes
- transferring stock progressively for different processes or stages
- collecting samples for analysis at various stages of the production process
- regulating discharge of contents of machine to storage or packaging machines
- maintaining production records

OCCUPATIONS

7431-01 Supervisor, Food Processing Machine Operators

7431-11 Grain and Cereal Processing Machine Operator
 Breakfast Cereal Maker (s)
 Food Processing Extruder Operator (s)
 Maltster (s)
 Pasta Maker (s)
 Screensman/woman (s)
 Smutterman/woman (s)
 Stockfeed Milling Machine Operator (s)
 Topman/woman (s)

7431-13 Sugar Processing Machine Operator
 Centrifuge Operator (Sugar Processing) (s)
 Evaporator Boiler (Sugar Processing) (s)
 Sugar Boiler and Pan Operator (s)
 Sugar Cane Crusher Operator (s)
 Sugar Dryer Operator (s)
 Sugar Melthouse Attendant (s)

7431-15 Soft Drink and Syrup Making Machine Operator (except Dairy)
 Fruit and Vegetable Juicer Operator (s)

GROUP DEFINITIONS

PLANT AND MACHINE OPERATORS, AND DRIVERS

Soft Drink Mixer (s)
Syrup Blender (s)

7431-17 Alcoholic Beverage Machine Operator

Brewery Cellar Worker (s)
Brewhouse Operator (s)
Spirit Blender (s)
Winery Cellarhand (s)

7431-19 Meat and Fish Processing Machine Operator

Casings Worker (s)
Defeatherer and Eviscerator Operator (s)
Fish Plant and Machinery Operator (s)
Fish Smokehouse Operator (s)
Meat By-Products Machine Operator (s)
Meat Mincer Operator (s)
Meat Pickler (s)
Meat Smokehouse Operator (s)
Poultry Saws Operator (s)
Smallgoods Machine Operator (s)

7431-21 Milk Treatment Machine Operator

Custard Maker (s)
Dried Milk Products Maker (s)
Yogurt Maker (s)

7431-23 Margarine Maker

Margarine Blender (a)

7431-25 Ice-Cream Maker

Gelato Maker (s)
Ice Confection Maker (s)

7431-27 Food Factory Cook

Fish Cooker (s)
Food Processing Autoclave Operator (s)
Food Processing Retort Operator (s)
Fruit Conserve and Sauce Maker (s)

7431-99 Food Processing Machine Operators nec

Food Size-grading Operator (s)
Frozen Food Machine Operator (s)
Fruit and Vegetable Dehydrator (s)
Fruit and Vegetable Peeling Machine Operator (s)
Pet Food Processing Machine Operator (s)
Vegemite Maker (s)
Yeast Maker (s)

RELATED OCCUPATIONS

7433 Packaging Machine Operators

7433 PACKAGING MACHINE OPERATORS

PACKAGING MACHINE OPERATORS operate machines which fill and seal various containers. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-2 years previous experience as a factory hand in a food-related area. 1-2 months on-the-job training is usual.

TASKS include:

- checking cleanliness of machines and containers and testing machine functioning prior to operation
- feeding products into hoppers and filling devices
- holding container in machine and operating controls to fill, seal and label
- maintaining supply of product (including liquid) and containers
- clearing blockages

- operating controls to regulate rate of supply, flow and temperature of glue for cartons and temperature of continuous cooker for canning
- taking samples for quality control of both product and seal and to check date stamping
- cleaning work area and machinery
- maintaining production records

OCCUPATIONS

7433-01 Supervisor, Packaging Machine Operators

7433-11 Liquids Filler

Bottling Machine Operator (s)

7433-99 Packaging Machine Operators nec

Baling and Compression Machine Operator (s)
Can Filler and Closer (s)
Depalletiser Operator (s)
Food Packaging Machine Operator (s)
Machine Labeller (s)
Palletiser Operator (s)
Sack and Bag Filler (s)
Shrink Wrap Operator (s)
Strapping Machine Attendant (s)

7435 PHOTOGRAPHIC PRODUCTS MACHINE OPERATORS

PHOTOGRAPHIC PRODUCTS MACHINE OPERATORS operate machines which cut and package photographic film and paper, develop film or print photographs. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 2 months on-the-job training is usual.

TASKS include:

- sorting cartridges
- removing exposed film from cartridges and loading feed spools in darkroom
- checking packaging supply
- adjusting machine setting
- preparing and adding chemical solutions
- starting machine
- inspecting negatives and adjusting machine to alter number, size and type of prints
- replenishing supply of chemicals, paper and water for developing processes or packages or cartridges for packaging
- transferring film for immersion in different solutions where operation is not fully automated
- inspecting prints for defects
- mounting transparencies in frames
- labelling film or paper on cartridge or package

OCCUPATIONS

7435-01 Supervisor, Photographic Products Machine Operators

Supervisor, Photographic Developers and Printers (s)
Supervisor, Photographic Film Manufacturing Operators (s)

7435-11 Photographic Developer and Printer

Copy Camera Operator (s)

STRUCTURE AND GROUP DEFINITIONS

Dark Room Attendant (s)
Microfiche Reproduction Operator (s)
Negative Producer and Cutter (s)
Photographic Enlarger Operator (s)
Photographic Laboratory Assistant (s)
Print Finisher (s)
Slide Developer (s)

7435-13 Photographic Film Manufacturing Operator
Film Cutter (s)
Film Spooler (s)
Photographic Paper Cutter (s)
Silver Recovery Operator (s)

RELATED OCCUPATIONS

3999-25 Photograph Retoucher.

7499 OTHER MACHINE OPERATORS

This unit group covers occupations not elsewhere classified in Minor Group 74, Machine Operators.

OCCUPATIONS

7499-01 Supervisor, Other Machine Operators

7499-11 Tobacco Technical Operator

7499-13 Tobacco Machine Attendant
Cigarette Making Machine Operator (s)
Tobacco Dryer Attendant (s)

7499-15 Dry Cleaning Machine Operator

7499-17 Laundry Machine Operator
Folding Machine Operator (s)

7499-19 Military Weapons Operator
Airfield Defence Guard (s)
Armoured Fighting Vehicle Crewman (s)
Armoured Fighting Vehicle Driver (s)
Assault Trooper (s)
Fire Controller (Navy) (s)
Gun Number (s)
Infantryman (s)
Mortarman (s)
Quartermaster Gunner (s)
Rifleman (s)

7499-21 Printing Bindery Assistant

7499-23 Printing Table Hand

7499-99 Machine Operators nec
Brushmaker (s)
Pressurised Container Filler (s)
Sandblaster (s)

MAJOR GROUP 8

LABOURERS AND RELATED WORKERS

LABOURERS AND RELATED WORKERS perform routine tasks, either manually or using hand tools and appliances. These tasks require minimal judgement and are usually performed under close supervision.

Occupations in this major group require no formal education or experience, but may require up to 12 months on-the-job training.

Tasks performed by Labourers and Related Workers typically include assisting Tradespersons; loading, moving, unloading and packing tools, materials, freight, and manufactured articles; assembling components, spray-painting products, mixing ingredients, cutting away waste material, and performing other manual manufacturing and construction tasks; assisting in the cultivation and production of plants and animals; cleaning equipment, premises and vehicles; attending to patrons in entertainment venues, hotels and passenger terminals; collecting garbage; protecting property; performing simple tasks in preparing food and cleaning kitchens; fitting vehicle accessories; and assisting with fishing operations.

Occupations in this major group are classified into the following minor groups:

- 81 TRADES ASSISTANTS AND FACTORY HANDS**
- 82 AGRICULTURAL LABOURERS AND RELATED WORKERS**
- 83 CLEANERS**
- 84 CONSTRUCTION AND MINING LABOURERS**
- 89 MISCELLANEOUS LABOURERS AND RELATED WORKERS**

MINOR GROUP 81

TRADES ASSISTANTS AND FACTORY HANDS

TRADES ASSISTANTS AND FACTORY HANDS perform routine tasks to assist one or more Tradespersons of a particular trade, or perform basic manual tasks in the production of manufactured products. Their tasks require minimal judgement, and are performed manually or using hand-held tools (e.g. spray-painting equipment), usually under close supervision.

Occupations in this minor group have a level of skill commensurate with 1-12 months on-the-job training.

Tasks performed by Trades Assistants and Factory Hands typically include cleaning worksites and tools; unloading materials for construction sites; assembling components of simple products; spray-painting and packing finished products; testing products to assess their quality and weight; and performing simple manual tasks in the manufacture of products.

Labourers who assist a number of Tradespersons of different trades on a construction site are excluded from this minor group because they do not require knowledge of a particular trade area. They are located in Minor Group 84, Construction and Mining Labourers.

Occupations in this minor group are classified into the following unit groups:

- 8101 TRADES ASSISTANTS**
- 8103 ASSEMBLERS**
- 8105 HAND PACKERS**
- 8107 INDUSTRIAL SPRAY PAINTERS**
- 8109 QUALITY CONTROLLERS**
- 8199 OTHER TRADES ASSISTANTS AND FACTORY HANDS**

8101 TRADES ASSISTANTS

TRADES ASSISTANTS clean, load, transport and perform other routine tasks as directed by Tradespersons.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-6 months on-the-job training is usual.

TASKS include:

- positioning and holding metal stock, wood, heavy parts or products for Tradespersons
- collecting, cleaning and storing tools and equipment
- cleaning and preparing Tradesperson's working surface
- collecting and removing rubble and waste material from work area
- conveying instructions between Tradespersons
- maintaining simple records
- loading and unloading materials, tools and equipment, and transporting them about work area

OCCUPATIONS

- 8101-11 Metal Trades Assistant**
Blacksmith's Striker (s)
Boilermaker's Assistant (s)
Fitter's Assistant (s)
Metal Forger's Assistant (s)
Metal Moulder's Assistant (s)
- 8101-13 Construction Trades Assistant**
Bricklayer's Trades Assistant (s)

Carpenter's Trades Assistant (s)
Painter and Decorator's Assistant (s)
Plasterer's Assistant (s)
Plumber's Trades Assistant (s)
Roof Slater and Tiler's Assistant (s)
Signwriter's Assistant (s)
Wall and Floor Tiler's Assistant (s)

- 8101-15 Electrical and Telecommunications Trades Assistant**
Cable Joiner's Assistant (s)
Electrical Power Linesman/woman's Assistant (s)
Telecommunications Lineman/woman's Assistant (s)

- 8101-99 Trades Assistants nec**
Carpetlayer's Assistant (s)
Garage Assistant (s)
Lubrication Attendant (s)
Motor Mechanic's Trades Assistant (s)
Powder Monkey's Assistant (s)
Shot Firer's Assistant (s)

RELATED OCCUPATIONS

- 1601-15 Building Contractor
- 3207-11 Building Technician
- 44 Building Tradespersons

8103 ASSEMBLERS

ASSEMBLERS assemble components of metal products, electrical and electronic equipment, jewellery and wood products. They may supervise occupations in this unit group.

GROUP DEFINITIONS

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-13 weeks on-the-job training is usual.

TASKS include:

- following instructions and drawings to position and secure components and materials on workbench
- punching or drilling mounting holes in parts or assembled products
- assembling components in sequence by fastening, screwing, hammering, soldering or spot-welding using precision or heavy-duty hand or power tools
- deburring and finishing items using files, grinding wheels or emery paper
- examining product and rejecting defective items
- cutting wire into lengths and stripping insulation from it

OCCUPATIONS

8103-01 Supervisor, Assemblers

8103-11 Metal and Metal Products Assembler
Metal Window Assembler (s)
Vehicle Assembler (s)

8103-13 Electrical and Electronic Equipment Assembler
Light Coil Winder (s)

8103-15 Jewellery Assembler
Jewellery Benchworker (a)

8103-17 Wood Products Assembler
Furniture Assembler (s)
Joinery Assembler (s)

8105 HAND PACKERS

HAND PACKERS weigh, wrap and label meat, fruit, vegetables or other products by hand.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-2 weeks on-the-job training is usual.

TASKS include:

- obtaining supply of prepared meat, fruit, vegetables or other products
- assembling containers, package folders and cartons
- slicing or cutting smoked or cured meat
- packing containers or bags with product, counting, weighing or measuring amount and adjusting quantity
- sealing bags, cartons or containers and placing pre-printed labels on them
- inspecting products and containers during packaging
- recording weight, number and packaging date of filled bags, containers or cartons

OCCUPATIONS

8105-11 Meat Packer
Meat Wrapper (a)

8105-13 Fruit and Vegetable Packer

LABOURERS AND RELATED WORKERS

8105-99 Hand Packers nec
Grocery Packer (s)
Shirt Packer (s)

8107 INDUSTRIAL SPRAY PAINTERS

INDUSTRIAL SPRAY PAINTERS operate spray painting equipment to apply coatings to manufactured items.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-2 months on-the-job training is usual.

TASKS include:

- sanding, grinding or cleaning surface of item to be painted
- loading paint into machine
- securing item into clamps or frames in spray booth
- starting extractor and drying fans and heating globes
- spraying paint to apply an even coating onto item
- cleaning nozzles, containers and hoses of machines

OCCUPATIONS

8107-11 Industrial Spray Painter

RELATED OCCUPATIONS

4405 Painters, Decorators and Signwriters
4605-11 Vehicle Painter

8109 QUALITY CONTROLLERS

QUALITY CONTROLLERS collect product samples and conduct tests to grade quality and weight and maintain records.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-12 months on-the-job training is usual.

TASKS include:

- inspecting products for defects
- selecting, examining and labelling samples
- preparing samples for testing by physical processes
- measuring quality, quantity and weight of products
- checking particular details of product or assembly
- removing defective articles
- preparing reports and documentation

OCCUPATIONS

8109-11 Product Grader
Fruit and Vegetable Classer (s)
Meat Grader (s)
Milk and Cream Grader (s)
Timber Grader (s)

8109-13 Product Examiner
Quality Control Inspector (a)
Equipment Assembly Inspector (s)
Film Examiner (s)

LABOURERS AND RELATED WORKERS

GROUP DEFINITIONS

Metal Products Viewer (s)
Textile Examiner (s)
Tyre Finisher and Examiner (s)
Vehicle Assembly Inspector (s)

- 8109-15 Product Tester**
Product Testing Assistant (a)
Coal Sample Tester (s)
Glassware Verifier (s)
Iron Pellet Tester (s)

- 8109-17 Product Weigher**

RELATED OCCUPATIONS

- 3905 Inspectors and Regulatory Officers

8199 OTHER TRADES ASSISTANTS AND FACTORY HANDS

This unit group covers occupations not elsewhere classified in Minor Group 81, Trades Assistants and Factory Hands.

OCCUPATIONS

- 8199-01 Supervisor, Other Trades Assistants and Factory Hands**
- 8199-11 Metal Processing and Finishing Factory Hand**
Metal Processing and Finishing Labourer (a)
Blast Furnace Helper (s)
Continuous Plant Galvaniser (s)
Metal Dipper (s)
Metal Processing Marker (s)
Tinning Line Assistant (s)
- 8199-13 Sawmill Labourer**
Tailor Out (s)
Timber Stacker (s)
- 8199-15 Wood and Wood Products Factory Hand**
Wood and Wood Products Labourer (a)
Furniture Manufacturing Labourer (s)
Hardboard Factory Hand (s)
Joinery Factory Hand (s)
Particleboard Factory Hand (s)
Plywood Factory Hand (s)
- 8199-17 Pulp, Papermaking and Paper Products Factory Hand**
Pulp, Papermaking and Paper Products Labourer (a)
- 8199-19 Cement and Concrete Plant Labourer**
- 8199-21 Clay Processing Factory Hand**
Clay Processing Labourer (a)
Brick Handler (s)
Kiln Labourer (s)
- 8199-23 Chemical Plant Labourer**

Gas Plant Labourer (s)
Munitions Factory Hand (s)
Paint Factory Hand (s)

- 8199-25 Rubber and Plastics Factory Hand**
Rubber and Plastic Products Labourer (a)
Cellular Plastics Cutter (s)
Hand Laminator (s)
Lay-up Hand (s)
Mould Hand (Plastics) (s)
Plastic Sheet Fabricator (s)

- 8199-27 Hide and Skin Processing Labourer**
Fellmongery Hand (s)
Flesher Hand (s)
Tannery Hand (s)

- 8199-29 General Hand (Printing)**
Newspaper Press General Hand (s)
Printing Machine Assistant (s)

- 8199-31 Glassware Process Assistant**
Glass Mould Cleaner (s)

- 8199-33 Meatworks Labourer**
Eviscerator (a)
Abattoir Sticker (s)
Animal Skinner (s)
Knockerdown (Abattoir) (s)
Offal Separator (s)
Stunner and Shackler (Abattoir) (s)

- 8199-35 Meat Boner and Slicer**
Carcass Splitter (s)
Meat Trimmer (s)

- 8199-37 Poultry Process Worker**
Poultry Boner (s)
Poultry Slaughterman/woman (s)

- 8199-39 Fish Process Worker**
Fish Filleter (s)
Oyster Opener (s)

- 8199-41 Baking Factory Hand**
Biscuit Factory Hand (s)
Bread Room Hand (s)

- 8199-43 Dairy Factory Hand**
Cheese Factory Worker (s)
Milk Processing Worker (s)

- 8199-45 Egg Process Worker**
Egg Candler (s)

- 8199-47 Fruit and Vegetable Factory Hand**

- 8199-99 Trades Assistants and Factory Hands nec**
Brushmaking Labourer (s)
Cloth Cutter (s)

RELATED OCCUPATIONS

- 7413 Wood Processing Machine Operators
7415 Paper and Paper Products Machine Operators

MINOR GROUP 82

AGRICULTURAL LABOURERS AND RELATED WORKERS

AGRICULTURAL LABOURERS AND RELATED WORKERS perform routine tasks to assist in the cultivation and production of animals (including fish, shellfish and bees) and plants on farms and in nurseries, gardens and forests. Their tasks require minimal judgement, and are performed either manually or using hand tools (including lawnmowers).

Occupations in this minor group have a level of skill commensurate with 1-12 months on-the-job training.

Tasks performed by Agricultural Labourers and Related Workers typically include loading and unloading farm and gardening supplies, livestock, logs and produce; cleaning work areas and equipment; inspecting the condition of plants and animals, and administering treatment; feeding and watering animals and fertilising and irrigating plants; harvesting crops and nursery seedlings; culling and grading or sorting crops and livestock; felling and debarking trees; and trapping or shooting wild animals for food and skins.

Farm workers who mainly operate agricultural machinery and drive farm vehicles, and Amenity Horticulture Machine Operators are excluded from this minor group because their primary tasks are not of a manual nature. They are located in Unit Group 7209, Agricultural Plant Operators.

Occupations in this minor group are classified into the following unit groups:

- 8201 FARM HANDS AND ASSISTANTS**
- 8203 FORESTRY LABOURERS**
- 8205 NURSERY AND GARDEN LABOURERS**
- 8299 OTHER AGRICULTURAL LABOURERS AND RELATED WORKERS**

8201 FARM HANDS AND ASSISTANTS

FARM HANDS AND ASSISTANTS assist farmers in agricultural establishments (including fisheries) by performing various manual and routine tasks. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-3 months on-the-job training is usual.

TASKS include:

- loading and unloading stockfeed, seed grain, fertiliser and other supplies and loading livestock, crops or containers of produce onto trucks
- grading, packaging and preparing produce for transport to markets
- cleaning and maintaining premises, machinery and equipment irrigating land and maintaining irrigation channels
- feeding, watering and rearing livestock and fish, cultivating shellfish
- inspecting animals for health and inoculating them
- culling immature and non-productive fruit and livestock
- planting, fertilising, spraying and harvesting crops such as cereals, vegetables and fruit by hand or using farm equipment
- assisting shearers by handling fleece and controlling sheep

OCCUPATIONS

8201-01 Supervisor, Farm Hands and Assistants
Farm Overseer (a)

8201-11 Livestock and Field Crop Farm Hand
Drover (s)
Horse Groom (s)
Musterer (s)
Stable Hand (s)
Station Hand (s)
Stockman/woman (s)
Strapper (s)
Stud Hand (s)

8201-13 Fruit, Vegetable and Nut Farm Hand
Fruit, Vegetable and Nut Picker (s)

8201-15 Shearing Shed Hand
Rouseabout (a)
Wool Presser (s)

8201-99 Farm Hands and Assistants nec
Apiary Assistant (s)
Fish Farm Worker (s)
Hatchery Assistant (s)
Oyster Grower's Assistant (s)
Poultry Farm Hand (s)
Seed Cleaner and Pickler (s)

8203 FORESTRY LABOURERS

FORESTRY LABOURERS perform manual tasks associated with felling trees, logging, cultivating and maintaining natural and plantation forests. They may supervise occupations in this unit group.

LABOURERS AND RELATED WORKERS

GROUP DEFINITIONS

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-12 months on-the-job training is usual.

TASKS include:

- collecting seeds, cultivating and planting seedlings for reafforestation purposes
- pruning trees using axes or chainsaws
- applying fertilisers, insecticides and herbicides to individual trees or general forest areas
- clearing surrounding area of saplings and debris prior to tree-felling
- cutting scarf and backcut in tree
- operating manual or machine saws to fell trees
- debarking logs or trees
- assisting with loading and transporting logs
- maintaining buildings, facilities and equipment associated with forest

OCCUPATIONS

- 8203-01 Supervisor, Forestry Labourers**
Forest Overseer (s)
- 8203-03 Supervisor, Logging Labourers**
Bush Boss (a)
- 8203-11 Tree Faller**
Hardwood Faller (s)
Softwood Faller (s)
- 8203-13 Forestry Worker**
Fire Look-out (s)
Tree Planter (s)
- 8203-15 Logging Worker**
Chokerman/woman (s)
Landing Operator (Logging) (s)
Log Chaser (s)
Sleeper Cutter (s)
Swampy (s)

8205 NURSERY AND GARDEN LABOURERS

NURSERY AND GARDEN LABOURERS plant, cultivate and harvest trees and plants in a plant nursery or assist gardeners in the cultivation, planting and maintenance of private and public gardens.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-3 months on-the-job training is usual.

TASKS include:

- preparing soils using hand tools or machines
- assisting in planting and transplanting
- watering, weeding and mowing gardens
- loading, unloading and moving gardening supplies and equipment
- removing rubbish from garden or nursery
- harvesting and packaging plants for sale or transport
- adjusting mist irrigation systems, shade and ventilation

OCCUPATIONS

- 8205-11 Nursery Assistant (Horticulture)**
Nursery Hand (Horticulture) (a)
- 8205-13 Garden Labourer**
Gardener's Assistant (a)
Lawn Mower (s)

8299 OTHER AGRICULTURAL LABOURERS AND RELATED WORKERS

This unit group covers occupations not elsewhere classified in minor group 82, Agricultural Labourers and Related Workers.

OCCUPATIONS

- 8299-11 Shooter-Trapper**
Hunter (a)
- 8299-99 Agricultural Labourers and Related Workers nec**
Coral Collector (s)
Kelp and Seagrass Gatherer (s)

MINOR GROUP 83 CLEANERS

CLEANERS clean construction sites, commercial, industrial and domestic equipment and premises, and public transport vehicles. They may specialise in cleaning particular surfaces, such as carpet and glass. They use portable cleaning equipment such as industrial vacuum cleaners, mops and brooms.

Occupations in this minor group have a level of skill commensurate with 1-2 weeks on-the-job training.

Tasks performed by Cleaners typically include putting waste into large bins for easy disposal; dusting, washing and polishing surfaces, furniture and fittings; disinfecting surfaces and medical equipment; and removing residues from plant, machines and storage tanks using industrial cleaning chemicals.

Caretakers, Housekeepers and Ward Helpers are excluded from this minor group because cleaning is only one of several significant tasks they perform. They are located in Unit Groups 8913, 8915 and 8921, respectively.

Occupations in this minor group are classified into the following unit group:

8301 CLEANERS

8301 CLEANERS

CLEANERS clean building and construction sites, commercial, industrial and domestic equipment and premises, public transport vehicles and particular types of surface such as glass or carpet. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-2 weeks on-the-job training is usual, with the exception of Carpet Cleaner for which the requirement is 1-3 months.

TASKS include:

- operating industrial vacuum cleaner to remove scrap, dirt and debris from floors work areas and machinery
- cleaning furniture, fittings, walls, windows, ceilings and vehicle interiors
- stripping old wax, rewaxing, polishing, sweeping, mopping, and scrubbing floors
- polishing furniture
- applying acids and solvents to surfaces to remove stains
- removing lint, dust, soot and residue of oil, grease or sludge from machinery, interiors of furnaces, boilers and tanks
- disinfecting laundry, kitchen, toilet and bathroom fixtures and floors, and medical equipment

- cleaning carpet using steam ejecting wands and other special equipment

OCCUPATIONS

- 8301-01 Supervisor, Cleaners**
- 8301-11 Industrial Cleaner**
Aircraft Cabin Cleaner (s)
Factory Cleaner (s)
- 8301-13 Commercial Cleaner**
Houseman/maid (s)
Office Cleaner (s)
School Cleaner (s)
- 8301-15 Hospital Cleaner**
- 8301-17 Window Cleaner**
- 8301-19 Carpet Cleaner**
- 8301-21 Motor Vehicle Cleaner**
Car Detailer (a)
Car Wash Attendant (a)
- 8301-99 Cleaners nec**
Chimney Sweep (s)
Domestic Cleaner (s)

RELATED OCCUPATIONS

- 8915-13 Domestic Housekeeper

MINOR GROUP 84 CONSTRUCTION AND MINING LABOURERS

CONSTRUCTION AND MINING LABOURERS perform routine tasks, either manually or using hand-held tools, on construction sites, roads and railways, and in mining, drilling and mineral ore treating operations. Their tasks require minimal judgement and are usually performed under close supervision.

Occupations in this minor group have a level of skill commensurate with 1-12 months on-the-job training.

Tasks performed by Construction and Mining Labourers typically include assisting in the erection of fences, buildings and other large structures, in the excavation and clearing of earth for road construction and mining, in surveying and mineral ore treating, and in installing insulation and other interior and exterior home improvements; and pouring, spreading and finishing concrete and other materials for the construction of structures and paved surfaces.

This Minor Group includes Builder's Labourers because they usually assist a number of Tradespersons of various trades, and Survey Hands and Fence Erectors because their tasks are similar to those of labourers on construction sites.

Occupations in this minor group are classified into the following unit groups:

- 8401 INSTALLATION WORKERS**
- 8403 CONCRETE WORKERS**
- 8405 STRUCTURAL STEEL AND RELATED CONSTRUCTION LABOURERS**
- 8407 EARTHMOVING LABOURERS**
- 8409 PAVING AND SURFACING LABOURERS**
- 8411 SURVEY HANDS**
- 8413 RAILWAY LABOURERS**
- 8415 MINING AND MINERAL ORE TREATING LABOURERS**
- 8499 OTHER CONSTRUCTION AND MINING LABOURERS**

8401 INSTALLATION WORKERS

INSTALLATION WORKERS install functional or decorative fittings, and install and apply a variety of insulation materials to improve resistance to heat, cold, air, sound or moisture, in established buildings and those under construction.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3 months on-the-job training is usual.

TASKS include:

- examining plans and specifications to determine location for insulation materials
- preparing site for insulation or installation of fittings by nailing up furring, drilling holes for screws and bolts, digging trenches and post holes, and erecting scaffolding
- nailing or stapling batt-type insulation to joists, studs or furring; gluing blocks and slabs of foamed plastic or cork to walls; operating equipment to blow or spray fibre fill or foam insulation material into cavities
- fitting awnings, flyscreens, shower screens, pre-fabricated windows and doors, exterior cladding and other home improvements using hand tools

OCCUPATIONS

- 8401-11 Building Insulation Installer**
Window Tinter (s)
- 8401-13 Home Improvements Installer**
Awnings Installer (s)
Carport Erector (s)
Curtain Fitter (s)
Exterior Cladding Installer (s)
Security Door Installer (s)
Shower Screen Installer (s)

RELATED OCCUPATIONS

- 1601-15 Building Contractor
- 44 Building Tradespersons
- 4921-11 Flat Glass Tradesperson

8403 CONCRETE WORKERS

CONCRETE WORKERS pour, spread, smooth and finish concrete surfaces on floors, stairs, ramps, footpaths, bridges and other structures using hand tools, trowelling machinery and power cutters.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 6-12 months on-the-job training is

GROUP DEFINITIONS

usual.

TASKS include:

- pouring concrete from mixer to specified area
- spreading concrete within a concrete form to specified depth by pulling and pushing screed or template over surface
- tamping, smoothing, shaping and sealing concrete to specified surface texture
- operating trowelling machine to float, trowel and polish large surface areas of concrete
- finishing vertical surfaces by wetting concrete and rubbing with abrasive stone
- cutting specified lines in concrete using power cutter
- forming expansion joints and edges using edging tools, jointers and straight-edge
- installing anchor bolts, steel plates, door sills and other fixtures in concrete according to specifications

OCCUPATIONS

- 8403-11 Concrete Worker**
Concrete (a)
Concrete Extra Hand (s)
Concrete Finisher (s)
Concrete Formwork Stripper (s)
Concrete Slab Layer (s)

8405 STRUCTURAL STEEL AND RELATED CONSTRUCTION LABOURERS

STRUCTURAL STEEL AND RELATED CONSTRUCTION LABOURERS assemble and install rigging gear and erect strong temporary structures to enable safe movement of heavy objects and of personnel on construction sites, in shipyards and manufacturing plants, and position and secure steel bars or mesh in concrete forms to reinforce concrete structures permanently.

SKILL LEVEL

There is no specific entry requirement for this unit group, although some occupations require a 6-12 months basic certificate. 6-12 months on-the-job training is usual. A State Government licence or learner's permit is required for all occupations except Steel Fixer.

TASKS include:

- setting up winches, cranes and rigging equipment to raise and position girders, plates, columns and other steel units
- erecting guard rails, guy wires and hoisting gear
- laying planks and hanging safety nets
- selecting, fitting and bolting pipes and tubes until scaffold, crane or crane boom reaches required height
- selecting, cutting, bending and welding steel bars or mesh and fixing into position in formwork for concrete pours
- signalling hoist, winch or crane operator to guide positioning of load
- dismantling scaffolding, cranes and rigging equipment at completion of job

OCCUPATIONS

LABOURERS AND RELATED WORKERS

- 8405-11 Scaffolder**

- 8405-13 Rigger (Construction)**
Rigger's Assistant (s)

- 8405-15 Steel Fixer**

- 8405-17 Structural Steel Erector**

8407 EARTHMOVING LABOURERS

EARTHMOVING LABOURERS perform manual tasks associated with clearing, levelling and excavating engineering and construction sites and irrigation channels.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 week on-the-job training is usual.

TASKS include:

- burning scrub and removing rocks and sticks from site
- driving stakes into ground to indicate designated points of site
- trimming sides and corners not reached by the excavation machine
- spreading and levelling soil, gravel and sand
- shovelling excavated material onto conveyor, wheelbarrow or truck for removal from site
- rolling, lifting or guiding culvert sections into position

OCCUPATIONS

- 8407-11 Earthmoving Labourer**
Grave Digger (s)

RELATED OCCUPATIONS

- 8409-11 Paving and Surfacing Labourer**

8409 PAVING AND SURFACING LABOURERS

PAVING AND SURFACING LABOURERS perform manual tasks to spread, level, and compact bituminous and other paving material on roads, runways or parking areas, as part of construction or maintenance programmes. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 week on-the-job training is usual.

TASKS include:

- sweeping pavement bases prior to laying asphalt surfaces, cleaning worksite, loading and unloading equipment
- sprinkling or brushing hot or cold-mix asphalt over surfaces needing repair to bond topping to base
- operating tank-truck distributor or hose to spray tar, road oils and emulsions on graded surface prior to paving
- tripping tail-gate lever to discharge hot-mix asphalt into hopper of paving machine

LABOURERS AND RELATED WORKERS

- spreading stone chips, gravel or cold-mix asphalt onto road surface
- softening edges with blowtorch and cutting and trimming damaged surfaces with jackhammer
- shovelling asphalt mix into areas inaccessible to paving machines, levelling and compacting mix using rake and hand tamper

OCCUPATIONS

- 8409-01 Supervisor, Paving and Surfacing Labourers**
Road Ganger (s)
- 8409-11 Paving and Surfacing Labourer**
Asphalt Worker (s)
Bitumen Worker (s)
Road Maintenance Worker (s)

8411 SURVEY HANDS

SURVEY HANDS perform manual tasks to assist surveyors or geologists.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 month on-the-job training is usual.

TASKS include:

- clearing brush and debris from line of survey
- holding levelling staff in position at point indicated by surveyor to determine elevation
- cutting, making, flagging stakes and driving into ground to indicate grade settings, markers or boundaries
- calling out or noting survey readings
- collecting and labelling samples as directed
- transporting, assembling, dismantling, maintaining, laying out and retrieving prospecting and surveying equipment

OCCUPATIONS

- 8411-11 Survey Hand**
Geological Survey Field Assistant (s)
Seismic Survey Assistant (s)
Survey Recorder (s)
Surveyor's Assistant (s)
Surveyor's Chainman/woman (s)

8413 RAILWAY LABOURERS

RAILWAY LABOURERS lay and repair tracks in railways, tramways, transfer yards, quarries and mines. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-3 months on-the-job training is usual.

TASKS include:

- laying sleepers at specified intervals across roadbed and positioning rails on sleepers
- cutting beds in sleepers for tie plates and driving spikes through tie plate into sleeper to fasten rail to sleeper

GROUP DEFINITIONS

- cutting, grinding and drilling rails
- bolting and welding sections of rail or switch components together
- lifting sleepers and rails and tamping ballast under sleepers
- curving rails with rail bender

OCCUPATIONS

- 8413-01 Supervisor, Railway Labourers**
Tramway Ganger (s)
- 8413-11 Railway Labourer**
Railway Fitter (a)
Railway Track Patrolman/woman (s)
Tramway Labourer (s)

8415 MINING AND MINERAL ORE TREATING LABOURERS

MINING AND MINERAL ORE TREATING LABOURERS perform manual tasks in mining, drilling and mineral ore treating operations as directed.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-12 months on-the-job training is usual.

TASKS include:

- assisting in the operation of drilling rigs, well treatment plants, continuous mining machines, mineral ore processing plants or other such equipment
- assisting in assembling and dismantling drilling rigs, pumps, conveyors and other equipment
- assembling ventilation ducting, water pipes, well tubing and other fittings
- loading, unloading, stacking and storing materials
- mixing drilling mud, ore treating and well servicing chemicals
- cleaning and maintaining equipment, removing spillage and debris from drilling floor
- maintaining drainage, fluids pumping, conveyor belt or other auxiliary systems
- taking samples of drilling mud, drill cores, mineral ore, rock, dust and processed minerals

OCCUPATIONS

- 8415-11 Mining Labourer**
Cable Hand (s)
Mine Sampler (s)
Mine Ventilation Hand (s)
Opal Miner (s)
Pit Crew Worker (s)
Prospector (s)
Quarry Labourer (s)
Roof Bolter (Mining) (s)
Salvage Miner (s)
Timberman/woman (Mining) (s)
- 8415-13 Driller's Offsider**
Derrick Worker (s)
Roughneck (s)
Roustabout (s)
Well Treatment Offsider (s)
- 8415-15 Mineral Ore Processing Labourer**
Screen and Loadout Attendant (s)
Tailings Dam Labourer (s)

GROUP DEFINITIONS

LABOURERS AND RELATED WORKERS

8499 OTHER CONSTRUCTION AND MINING LABOURERS

This unit group covers occupations not elsewhere classified in Minor Group 84, Construction and Mining Labourers.

OCCUPATIONS

8499-11 Lagger

8499-13 Crane Chaser
Dogman/woman (s)
Slinger (s)

8499-15 Fence Erector
Fencer (a)

8499-17 Building Construction Labourer
Builder's Labourer (s)
Demolition Worker (s)

MINOR GROUP 89 MISCELLANEOUS LABOURERS AND RELATED WORKERS

This residual minor group covers all occupations in Major Group 8, Labourers and Related Workers which are not included in Minor Groups 81 – 84 above.

Occupations in this minor group are classified into the following unit groups:

- 8901 USHERS AND DOOR ATTENDANTS
- 8903 LUGGAGE PORTERS
- 8905 GARBAGE COLLECTORS
- 8907 STOREMEN/WOMEN
- 8909 FREIGHT AND FURNITURE HANDLERS
- 8911 GUARDS AND SECURITY OFFICERS
- 8913 CARETAKERS
- 8915 HOUSEKEEPERS
- 8917 LAUNDRY WORKERS
- 8919 KITCHENHANDS
- 8921 WARD HELPERS
- 8923 VEHICLE ACCESSORIES FITTERS
- 8925 FISHERMEN/WOMEN, DECKHANDS AND SEAMEN/WOMEN
- 8999 OTHER LABOURERS AND RELATED WORKERS

8901 USHERS AND DOOR ATTENDANTS

USHERS AND DOOR ATTENDANTS collect tickets, control admission and direct patrons in social and entertainment venues.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1–12 weeks on-the-job training is usual.

TASKS include:

- advising on availability and location of seating
- recording booking
- inspecting membership cards, admission passes and tickets
- collecting fees and tickets
- preventing unauthorised entry
- directing patrons to their seats
- selling programmes and refreshments

OCCUPATIONS

- 8901-11 Door Attendant
Doorman/woman (a)
Bouncer (s)
- 8901-13 Entertainment Usher
Program Seller (s)
- 8901-15 Ticket Taker
Ticket Collector (a)
Gatekeeper (s)
Theatre Attendant (s)
Turnstile Attendant (s)

8903 LUGGAGE PORTERS

LUGGAGE PORTERS attend to guests' or passengers' luggage in hotels and passenger terminals and escort guests or passengers to their rooms or cabins. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1–4 weeks on-the-job training is usual.

TASKS include:

- loading and unloading luggage
- hitching and un-hitching forklift and trolley
- transporting goods to receiving area using hand cart or trolley
- escorting guests to rooms
- carrying luggage
- providing information, and booking tours, taxis or restaurants, for guests

OCCUPATIONS

- 8903-01 Supervisor, Luggage Porters
Head Porter (a)
Hotel Concierge (s)
- 8903-11 Luggage Porter
Hotel Page (s)

GROUP DEFINITIONS

8905 GARBAGE COLLECTORS

GARBAGE COLLECTORS collect household, commercial and industrial waste for disposal. They may supervise occupations in this unit group.

SKILL LEVEL

There is no formal entry requirement for this unit group, although 1 week on-the-job training is usual.

TASKS include:

- lifting garbage in bags from bins at roadside and throwing into larger bin or directly into garbage truck
- operating compacting equipment in garbage trucks
- unloading garbage truck at rubbish tip

COMMENTS

Garbage Collectors who only drive garbage trucks are excluded from this unit group. They are located in Unit Group 7105, Truck Drivers.

OCCUPATIONS

8905-01 Supervisor, Garbage Collectors

8905-11 Garbage Collector
Garbologist (a)

8907 STOREMEN/WOMEN

STOREMEN/WOMEN receive, handle and despatch incoming or outgoing goods in a store or warehouse. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-6 weeks on-the-job training is usual.

TASKS include:

- receiving incoming goods, checking for damage and for discrepancies between goods and invoices
- labelling goods with details of storage location
- operating various types of machinery to lift, place and remove items on high levels
- operating specialised equipment such as manually or electronically guided order pickers and checking items off picking list
- issuing stores over counter
- assisting with regular stock-takes
- packaging and despatching outgoing goods

OCCUPATIONS

8907-01 Supervisor, Storemen/women

8907-11 Storeman/woman
Chiller Hand (s)
Shelf Stacker (Store) (s)
Stores Assistant (s)
Stores Despatch Hand (s)
Warehouse Assistant (s)

LABOURERS AND RELATED WORKERS

8909 FREIGHT AND FURNITURE HANDLERS

FREIGHT AND FURNITURE HANDLERS unpack, store, pack and despatch goods coming into or out of warehouses, pack furniture and household goods for freight, load and unload goods into and from freight trucks, containers, rail cars or aircraft. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 week to 3 months on-the-job training is usual.

TASKS include:

- packing items into cartons and crates
- securing large items and crates for transport
- loading goods, and adjusting ropes, straps and padding
- unloading goods and moving to appropriate location
- writing inventory lists and checking inventories for discrepancies
- moving goods using manually operated equipment such as pallet lifters and hand trucks

OCCUPATIONS

8909-01 Supervisor, Freight and Furniture Handlers

8909-11 Freight Handler (Road and Rail)
Dockhand (s)

8909-13 Furniture Packer

8909-15 Wharf Labourer
Waterside Worker (a)

8909-17 Truck Driver's Offsider
Furniture Removalist's Assistant (s)

8911 GUARDS AND SECURITY OFFICERS

GUARDS AND SECURITY OFFICERS protect industrial, commercial and other property from theft, vandalism and illegal entry or provide armed escort or drive armoured cars to protect money and valuables in transit. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 3-6 months on-the-job training is usual.

TASKS include:

- inspecting locks, windows, doors and surroundings to deter or detect illegal entry into premises
- inspecting alarm systems and safety equipment to ensure adequate functioning in the case of hazards
- patrolling areas and guarding property
- investigating disturbances and unusual occurrences
- travelling as escort in armoured cars containing cash or valuables

OCCUPATIONS

8911-01 Supervisor, Guards and Security Officers

8911-11 Railway Patrol Officer

Railway Security Guard (a)

8911-13 Security Officer
Night Watchman/woman (s)
Protective Service Officer (s)
Security Guard (s)
Security Patrol Officer (s)

8911-15 Railway Guard

8911-99 Guards and Security Officers nec
Lifeguard (s)
Pool Attendant (s)

8913 CARETAKERS

CARETAKERS clean and maintain apartment buildings, schools, offices, hotels and motels, holiday camps or caravan parks and associated grounds.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 month on-the-job training is usual.

TASKS include:

- cleaning and maintaining grounds and common facilities
- inspecting fire and safety equipment to ensure adequate functioning
- purchasing cleaning supplies, replacing light bulbs, notifying owner of need for major repairs
- patrolling premises to ensure security
- informing tenants of rules
- collecting rentals and renewing leases

OCCUPATIONS

8913-11 Caretaker
Janitor (s)

8915 HOUSEKEEPERS

HOUSEKEEPERS perform cleaning and housekeeping duties in private homes, hotels, motels and other lodging establishments.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 week on-the-job training is usual.

TASKS include:

- preparing, cooking and serving meals and refreshments
- purchasing food and household supplies
- cleaning and tidying home or lodging establishment

OCCUPATIONS

8915-11 Executive Housekeeper
Accommodation and Lodging Housekeeper (s)

8915-13 Domestic Housekeeper

RELATED OCCUPATION

6607-11 Home Companion

8917 LAUNDRY WORKERS

LAUNDRY WORKERS load and tend washing and drying machines, unload machines and mark, press, fold, stack and package laundry. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-4 weeks on-the-job training is usual.

TASKS include:

- sorting articles by type, colour, fabric and cleaning treatment required
- placing articles into appropriate receptacles or on conveyor belts for transportation to repair or cleaning areas
- loading machines, smoothing articles and guiding articles through machines
- folding, rolling, counting and stacking processed articles
- matching invoice descriptions to articles
- packaging articles for delivery
- operating pressing machines

OCCUPATIONS

8917-01 Supervisor, Laundry Workers

8917-11 Laundry Worker
Clothing Presser (s)
Laundromat Attendant (s)
Laundry Assistant (s)
Linen Sorter (s)

8919 KITCHENHANDS

KITCHENHANDS assist other kitchen and service staff in preparing and serving food, and cleaning food preparation and service areas in hotels, motels, restaurants, clubs, cafeterias and other establishments which serve food (except hospitals).

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1 month on-the-job training is usual.

TASKS include:

- preparing and cooking simple food items
- arranging food and beverages on trays for serving
- assisting in serving food to patrons
- washing cutlery, crockery and utensils
- washing and cleaning kitchen areas

OCCUPATIONS

8919-11 Kitchenhand
Dishwasher (s)
Pantrymaid/man (s)
Tea Lady/Man (s)

RELATED OCCUPATIONS

8921-13 Hospital Food Serviceperson

GROUP DEFINITIONS

8921 WARD HELPERS

WARD HELPERS assist in caring for patients in hospitals, nursing homes and clinics, ensure that wards are clean and tidy, and portion and serve food as directed. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although 1-2 months on-the-job training is usual.

TASKS include:

- cleaning instruments and utensils, storing medical and kitchen supplies
- portioning, assisting with final preparations and serving food to patients
- changing bed linen, and making beds
- cleaning and tidying wards
- lifting patients on and off beds
- bathing and feeding patients

OCCUPATIONS

8921-01 Supervisor, Ward Helpers

8921-11 Ward Assistant
Hospital Orderly (a)
Hospital Porter (s)
Wardsman/maid (s)

8921-13 Hospital Food Serviceperson
Dietary Aide (a)

8921-15 Nursing Assistant
Nurse Attendant (s)

RELATED OCCUPATIONS

6505 Waiters and Waitresses
6609-11 Flight Attendant
6609-13 Marine Steward

8923 VEHICLE ACCESSORIES FITTERS

VEHICLE ACCESSORIES FITTERS fit and replace vehicle accessories. They may supervise occupations in this unit group.

SKILL LEVEL

The entry requirement for this unit group is 1-2 years experience as a factory hand. 2 months on-the-job training is usual.

TASKS include:

- removing complete sub-assembly units or parts
- testing the functioning of units or parts or inspecting and measuring to determine amount of wear
- dismantling vehicle or sub-assembly, removing damaged parts or accessories
- fitting replacement or new tyres, wheels, windscreens, and mufflers
- checking functioning of system after new parts have been fitted

STRUCTURE AND GROUP DEFINITIONS

LABOURERS AND RELATED WORKERS

OCCUPATIONS

8923-01 Supervisor, Vehicle Accessories Fitters

8923-11 Vehicle Accessories Fitter
Muffler Fitter (s)
Windscreen Fitter (s)
Tyre and Tube Fitter (s)

8925 FISHERMEN/WOMEN, DECKHANDS AND SEAMEN/WOMEN

FISHERMEN/WOMEN, DECKHANDS AND SEAMEN/WOMEN maintain ship's equipment and structures and catch fish, crustaceans and molluscs. They may supervise occupations in this unit group.

SKILL LEVEL

There is no specific entry requirement for this unit group, although up to 3 months on-the-job training is usual. State and Commonwealth authorities issue fishing licences.

TASKS include:

- standing lookout watches at sea and alerting deck officer to sightings of other vessels, navigation marks or hazards
- maintaining ship's equipment, cargo gear, rigging, life-saving and fire-fighting appliances
- washing and painting decks, ship's sides and superstructure
- laying and hauling in nets, lines and traps used to catch fish, crustaceans and molluscs
- sorting, cleaning and stowing catch

OCCUPATIONS

8925-01 Boatswain
Bosun (a)

8925-11 Seaman/woman
Deckhand (a)
Sailor (a)
Barge Hand (s)
Coxswain (s)
Ferry Hand (s)
Tug Hand (s)

8925-13 Fisherman/woman
Fisher (a)
Abalone Shucker (s)
Prawn (s)

8999 OTHER LABOURERS AND RELATED WORKERS

This unit group covers occupations not elsewhere classified in Minor Group 89, Miscellaneous Labourers and Related Workers.

OCCUPATIONS

8999-11 Animal Attendant
Animal Groom (except Horse) (s)
Kennelman/maid (s)

8999-13 Pest and Weed Controller
Fumigator (s)
Pest Extirminator (s)

LABOURERS AND RELATED WORKERS

GROUP DEFINITIONS

- 8999-15 **Vending Machine Attendant**
Poker Machine Attendant (s)
- 8999-17 **Lampman/woman**
Lamproom Attendant (a)
- 8999-19 **Handyman/woman**
Hotel Useful (s)
Hotel Yardman/woman (s)
- 8999-21 **Funeral Attendant**
Undertaker's Assistant (a)
Crematorium Assistant (s)
- 8999-23 **Veterinary Nurse**
Animal Nurse (s)
Veterinary Attendant (s)
- 8999-25 **Railway Station Assistant**
- 8999-27 **Automotive Parts Recycler**
- 8999-99 **Labourers and Related Workers nec**
Car Park Attendant (s)
First Aid Officer (s)
Grain Binsman/woman (s)
Grip (s)
Parking Meter Collector (s)
Pool Serviceperson (s)
Public Telephone Money Collector (s)
Railway Crossing Attendant (s)
School Crossing Attendant (s)
Stage Assistant (s)
Stagehand (s)
Studio Hand (s)

ASCO

STATISTICAL CLASSIFICATION

PART 3

KEYWORD INDEX OF STRUCTURE TITLES

INTRODUCTION

Occupation titles (Principal, Alternative and Specialisation) contained in Structure and Group Definitions are indexed in this part under keywords to enable users of the Classification to locate relevant titles and unit group definitions.

The keywords used in this part are any significant words occurring in such a title, that is, any words other than articles, conjunctions and prepositions.

Keywords are arranged in alphabetical order. Each keyword is followed by a list of all titles in which it appears, with the appropriate ASCO occupation (6-digit) code for each.

Each title containing more than one keyword appears more than once in this index. Thus the Principal title 'Clerk of High Court' appears under 'Clerk', 'High', and 'Court' (but not under 'of').

This Index is designed to assist users to locate unit group definitions in the Structure and Group Definitions using significant words from occupation titles.

In particular this Index is intended to be used to find appropriate locations for occupation title questionnaire responses which cannot be found in the Coding Index. All significant words in the title response should be used as keys to identify Unit Group codes.

The procedure for dealing with such responses is as follows:

- identify possible unit group codes by using the Keyword Index of Structure Titles;

- select possible unit group codes by comparing the unit group definitions contained in the Structure and Group Definitions with all information contained in the response;

- make a final selection by referring to the Coding Index or the Coding Index: Numerical Order.

This index is intended to be a guide to locating relevant unit group definitions in Structure and Group Definitions. Codes from this Index should not be allocated without referring to Structure and Group Definitions and the Coding Index or the Coding Index: Numerical Order to ensure that the code is appropriate, even when there is only one code or only one title shown under a particular keyword.

The reason for such a cautious approach to using this Index is that it is based on the set of titles in Structure and Group Definitions. These titles are intended to convey the clearest possible idea of the content of the particular occupation. An entry under a particular keyword does not contain the kinds of titles people would use when describing their occupations on a questionnaire, nor is it an exhaustive list of unit groups concerned with a particular industry, product or process. It is simply a list of Structure titles containing a particular significant word.

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| A-GRADE | 4901-11 | Wood Machinist (A-Grade) |
| ABALONE | 4999-23 | Abalone Diver |
| | 8925-13 | Abalone Shucker |
| ABATTOIR | 4701-01 | Supervisor, Abattoir Workers |
| | 8199-33 | Abattoir Sticker |
| | 8199-33 | Knockerdown (Abattoir) |
| | 8199-33 | Stunner and Shackler (Abattoir) |
| ABORIGINAL | 2407-99 | Aboriginal Education Teacher |
| | 2607-11 | Aboriginal Ceremonial Celebrant |
| ABRASIVE | 7419-99 | Abrasive Wheel Maker |
| ACCESSORIES | 6301-25 | Sales Assistant (Vehicle Parts and Accessories) |
| | 8923-01 | Supervisor, Vehicle Accessories Fitters |
| | 8923-11 | Vehicle Accessories Fitter |
| ACCOMMODATION | 3905-99 | Travel Accommodation Inspector |
| | 8915-11 | Accommodation and Lodging Housekeeper |
| ACCOMPANIST | 2815-17 | Accompanist |
| ACCOUNT | 2703-11 | Advertising Account Executive |
| ACCOUNTANT | 1301-11 | Chief Accountant |
| | 2701-11 | Accountant |
| | 2701-91 | Cadet Accountant |
| | 2701-91 | Trainee Accountant |
| | 5301-17 | Bank Accountant |
| | 5301-17 | Branch Accountant (Financial Institution) |
| ACCOUNTING | 5203-11 | Accounting Machinist |
| | 5301-01 | Supervisor, Accounting Clerks |
| | 5301-13 | Investment Accounting Clerk |
| ACCOUNTS | 5301-13 | Accounts Clerk |
| ACROBAT | 2817-13 | Acrobat |
| ACTIVITIES | 2999-17 | Activities Officer |
| ACTOR | 2817-11 | Actor |
| ACTUARIAL | 5305-01 | Supervisor, Statistical and Actuarial Clerks |
| | 5305-13 | Actuarial Clerk |
| ACTUARY | 2909-15 | Actuary |
| ACUPUNCTURIST | 2399-99 | Acupuncturist |
| ADJUSTER | 3905-29 | Loss Adjuster |
| | 4213-11 | Scalemaker and Adjuster |
| ADMINISTRATIVE | 1103-17 | Administrative Appeals Tribunal Member |
| ADMINISTRATOR | 1101-99 | Northern Territory Administrator |
| | 1201-11 | Hospital Administrator |
| | 1315-11 | Nurse Administrator |
| | 1399-99 | Religious Administrator |
| | 1599-13 | Sports Centre Administrator |
| | 2601-11 | Social Planner and Administrator |
| | 2707-21 | Database Administrator |
| | 2799-11 | Health Data Administrator |
| | 2799-11 | Medical Record Administrator |
| ADMISSIONS | 5601-15 | Admissions Clerk |
| ADMITTING | 5601-15 | Hospital Admitting Clerk |
| ADVERTISING | 1303-11 | Advertising Manager |
| | 2703-11 | Advertising Account Executive |
| | 5999-15 | Classified Advertising Clerk |
| | 6201-21 | Sales Representative (Advertising) |

A

| KEYWORD | CODE | TITLE |
|-------------------|---------|--|
| ADVISER | 2107-25 | Forestry Adviser |
| | 2107-27 | Agricultural Adviser |
| | 2603-17 | Careers Counsellor and Adviser |
| | 2905-13 | Early Child Care Adviser |
| | 2905-13 | Pre-School Adviser |
| | 2999-17 | Recreation Adviser |
| | 6101-99 | Investment Adviser |
| | 6507-13 | Tourist Adviser |
| ADVISORY | 2905-11 | Curriculum Advisory Teacher |
| AERIAL | 3201-17 | Aerial Survey Technician |
| AEROBICS | 2505-99 | Aerobics Instructor |
| AERONAUTICAL | 2219-11 | Aeronautical Engineer |
| | 3299-99 | Aeronautical Engineering Technical Officer |
| AGENCY | 1599-17 | Real Estate Agency Manager |
| | 1599-99 | Stock and Station Agency Manager |
| AGENT | 2701-11 | Tax Agent |
| | 3999-99 | Inquiry Agent |
| | 5503-13 | Customs Agent |
| | 5901-11 | Collection Agent |
| | 6103-11 | Insurance Agent |
| | 6105-13 | Leasing Agent |
| | 6507-11 | Travel Agent (Commercial) |
| AGENTS | 6103-01 | Supervisor, Insurance Brokers and Agents |
| AGRICULTURAL | 2107-27 | Agricultural Adviser |
| | 2107-27 | Agricultural Consultant |
| | 2107-27 | Agricultural Extension Officer |
| | 2219-13 | Agricultural Engineer |
| | 2901-11 | Agricultural Economist |
| | 3103-29 | Agricultural Technical Officer |
| | 3103-31 | Agricultural Technician |
| | 3301-11 | Agricultural Pilot |
| | 3999-99 | Agricultural Secretary |
| AGROMETEOROLOGIST | 2199-15 | Agrometeorologist |
| AGRONOMIST | 2107-19 | Agronomist |
| AGROSTOLOGIST | 2107-19 | Agrostologist |
| AID | 8999-99 | First Aid Officer |
| AIDE | 5903-11 | Teachers' Aide |
| | 6601-11 | Pre-School Aide |
| | 6601-13 | Child Care Aide |
| | 6603-11 | Nurses' Aide |
| | 6607-13 | Family Aide |
| | 8921-13 | Dietary Aide |
| AIR | 1201-11 | Air Force ranks above and including Air Commodore |
| | 2199-11 | Air Pollution Analyst |
| | 2205-13 | Air Photo Plotter (Air Force) |
| | 2219-11 | Air Safety Engineer |
| | 3201-17 | Communications Electronic Systems Technician (Air Force) |
| | 3207-15 | Photographic Interpreter (Air Force) |
| | 3299-99 | Aircraft Systems Technician (Air Force) |
| | 3299-99 | Avionics System Technician (Air Force) |
| | 3303-11 | Air Traffic Controller |
| | 3303-25 | Air Observer (Rescue) |
| | 3303-91 | Trainee Air Traffic Controller |
| | 3303-99 | Air Defence Officer |
| | 7317-11 | Air Track Operator |
| AIR-CONDITIONING | 2213-11 | Air-Conditioning Engineer |
| | 3205-11 | Air-Conditioning Drafting Officer |

| KEYWORD | CODE | TITLE |
|-----------|---------|--|
| | 4307-01 | Supervisor, Refrigeration and Air-Conditioning Mechanics |
| | 4307-11 | Air-Conditioning Mechanic |
| | 4307-11 | Air-Conditioning Technician |
| | 4307-91 | Apprentice Refrigeration and Air-Conditioning Mechanic |
| | 4601-11 | Automotive Air-Conditioning Mechanic |
| | 7303-11 | Air-Conditioning Plant Operator |
| AIRBORNE | 3303-99 | Airborne Electronics Analyst |
| AIRCRAFT | 3201-15 | Aircraft Electronics Technical Officer |
| | 3299-99 | Aircraft Detail Draftsperson |
| | 3299-99 | Aircraft Systems Technician (Air Force) |
| | 3301-11 | Aircraft Captain |
| | 3301-11 | Aircraft Pilot |
| | 3303-23 | Aircraft Navigator |
| | 3303-25 | Aircraft Crewman/woman (Military and Rescue) |
| | 4103-13 | Aircraft Machinist |
| | 4103-91 | Apprentice Aircraft Machinist |
| | 4211-01 | Supervisor, Aircraft Maintenance Engineers |
| | 4211-11 | Aircraft Engine Fitter |
| | 4211-11 | Aircraft Ground Engineer (Engines) |
| | 4211-11 | Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Aircraft Mechanic (Engines) |
| | 4211-11 | Examiner of Aircraft Engines |
| | 4211-11 | Licensed Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Line Maintenance Aircraft Engineer (Engines) |
| | 4211-13 | Aircraft Ground Engineer (Airframes) |
| | 4211-13 | Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Licensed Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Line Maintenance Aircraft Engineer (Airframes) |
| | 4211-15 | Aircraft Electrical Engineer |
| | 4211-15 | Aircraft Ground Engineer (Electrical) |
| | 4211-15 | Aircraft Maintenance Engineer (Electrical) |
| | 4211-15 | Examiner of Aircraft (Electrical) |
| | 4211-15 | Licensed Aircraft Maintenance Engineer (Electrical) |
| | 4211-17 | Aircraft Ground Engineer (Radio) |
| | 4211-17 | Aircraft Maintenance Engineer (Radio) |
| | 4211-17 | Aircraft Mechanic (Radio) |
| | 4211-17 | Examiner of Aircraft Radio |
| | 4211-17 | Licensed Aircraft Maintenance Engineer (Radio) |
| | 4211-19 | Aircraft Ground Engineer (Instruments) |
| | 4211-19 | Aircraft Maintenance Engineer (Instruments) |
| | 4211-19 | Aircraft Mechanic (Instruments) |
| | 4211-19 | Examiner of Aircraft Instruments |
| | 4211-19 | Licensed Aircraft Maintenance Engineer (Instruments) |
| | 4211-91 | Apprentice Aircraft Ground Engineer |
| | 4211-91 | Apprentice Aircraft Maintenance Engineer |
| | 4211-91 | Apprentice Aircraft Mechanic |
| | 4999-27 | Aircraft Safety Equipment Worker |
| | 5503-11 | Aircraft Load Controller |
| | 6609-01 | Aircraft Purser |
| | 7299-99 | Military Aircraft Handler |
| | 8301-11 | Aircraft Cabin Cleaner |
| AIRFIELD | 7499-19 | Airfield Defence Guard |
| AIRFRAME | 3299-99 | Airframe Technical Officer |
| | 4211-13 | Airframe Fitter |
| | 4211-13 | Airframe Mechanic |
| AIRFRAMES | 3303-19 | Airworthiness Surveyor (Airframes) |
| | 4211-13 | Aircraft Ground Engineer (Airframes) |
| | 4211-13 | Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Examiner of Airframes |
| | 4211-13 | Licensed Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Line Maintenance Aircraft Engineer (Airframes) |
| AIRLINE | 6405-11 | Airline Traffic Officer (Passenger Services) |

A

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| AIRWAYS | 3303-17 | Airways Surveyor |
| AIRWORTHINESS | 3303-19 | Airworthiness Surveyor |
| | 3303-19 | Airworthiness Surveyor (Airframes) |
| | 3303-19 | Airworthiness Surveyor (Electrical and Instruments) |
| | 3303-19 | Airworthiness Surveyor (Engines) |
| | 3303-19 | Airworthiness Surveyor (Radio) |
| ALARMS | 4311-99 | Alarms Installer |
| ALCOHOL | 2603-11 | Drug and Alcohol Counsellor |
| ALCOHOLIC | 7431-17 | Alcoholic Beverage Machine Operator |
| ALDERMAN/WOMAN | 1101-99 | Alderman/woman |
| ALLERGIST | 2303-99 | Clinical Allergist |
| ALUMINIUM | 7315-11 | Pot Operator (Aluminium) |
| AMBASSADOR | 1101-99 | Ambassador |
| AMBULANCE | 1399-99 | Ambulance Superintendent |
| | 3909-11 | Ambulance Officer |
| | 3909-11 | Ambulance Paramedic |
| AMENITY | 7209-13 | Amenity Horticulture Machine Operator |
| AMMUNITION | 4999-29 | Ammunition Technician |
| AMUSEMENT | 4399-13 | Amusement Machine Mechanic |
| ANAESTHETIC | 3101-99 | Anaesthetic Technician |
| ANAESTHETIST | 2303-11 | Anaesthetist |
| ANALYST | 2199-11 | Air Pollution Analyst |
| | 2199-11 | Land Degradation Analyst |
| | 2199-11 | Water Quality Analyst |
| | 2707-15 | Analyst Programmer |
| | 2707-17 | Communications Analyst |
| | 2707-17 | Computer Analyst |
| | 2707-17 | Computer Systems Analyst |
| | 2707-17 | Database Analyst |
| | 2707-17 | EDP Analyst |
| | 2707-17 | Telecommunications Analyst |
| | 2707-25 | EDP Security Analyst |
| | 2799-15 | Organisation and Methods Analyst |
| | 2799-15 | Procedures Analyst |
| | 2907-99 | Market Research Analyst |
| | 2909-11 | Operations Research Analyst |
| | 3103-11 | Chemical Process Analyst |
| | 3303-99 | Airborne Electronics Analyst |
| | 3999-27 | Forms Analyst |
| | 3999-27 | Forms Analyst and Designer |
| | 3999-29 | Credit and Loans Analyst |
| ANATOMIST | 2107-11 | Anatomist |
| | 2107-19 | Plant Anatomist |
| ANIMAL | 2107-11 | Animal Morphologist |
| | 2107-23 | Animal Nutritionist |
| | 2107-23 | Animal Taxonomist |
| | 3103-27 | Animal Technician |
| | 4931-99 | Animal Trainers nec |
| | 8199-33 | Animal Skinner |
| | 8999-11 | Animal Attendant |
| | 8999-11 | Animal Groom (except Horse) |
| | 8999-23 | Animal Nurse |
| ANIMATOR | 2805-13 | Animator |
| ANNEALER | 7315-13 | Annealer |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| ANNOUNCER | 2819-11 | Announcer |
| ANODE | 7399-33 | Anode Press Operator |
| ANODISER | 4209-13 | Anodiser |
| ANTHROPOLOGIST | 2907-99 | Anthropologist |
| ANTIQUÉ | 4903-11 | Antique Furniture Reproducer |
| | 4903-11 | Antique Furniture Restorer |
| APIARIST | 1401-35 | Apiarist |
| APIARY | 8201-99 | Apiary Assistant |
| APPAREL | 4911-13 | Apparel Sample Hand |
| | 4911-15 | Apparel Cutter |
| APPEALS | 1103-17 | Administrative Appeals Tribunal Member |
| APPLIANCE | 4303-13 | Electrical Appliance Servicer |
| APPLICATIONS | 2707-11 | Applications Programmer |
| APPOINTMENTS | 5601-11 | Appointments Clerk |
| APPRENTICE | 1401-91 | Farm Apprentice |
| | 3915-91 | Apprentice Jockey |
| | 4101-91 | Apprentice Toolmaker |
| | 4103-91 | Apprentice Aircraft Machinist |
| | 4103-91 | Apprentice Automotive Machinist |
| | 4103-91 | Apprentice Fitter, Turner and Machinist |
| | 4103-91 | Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-91 | Apprentice Metal Fitter and Machinist |
| | 4103-91 | Apprentice Sewing Machine Mechanic |
| | 4103-91 | Apprentice Textile Mechanic |
| | 4201-91 | Apprentice Blacksmith |
| | 4201-91 | Apprentice Farrier |
| | 4201-91 | Apprentice Forging Tradesperson |
| | 4203-91 | Apprentice Coppersmith |
| | 4203-91 | Apprentice Metal Spinner |
| | 4203-91 | Apprentice Sheetmetal Tradesperson |
| | 4205-91 | Apprentice Boilermaker |
| | 4205-91 | Apprentice Metal Fabricator |
| | 4205-91 | Apprentice Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel, Boilermaking and Welding Tradesperson |
| | 4205-91 | Apprentice Template Maker |
| | 4205-91 | Apprentice Welder |
| | 4207-91 | Apprentice Metal Casting Patternmaker |
| | 4207-91 | Apprentice Metal Casting Tradesperson |
| | 4207-91 | Apprentice Moulder and Coremaker |
| | 4209-91 | Apprentice Electroplater |
| | 4209-91 | Apprentice Metal Finishing Tradesperson |
| | 4209-91 | Apprentice Metal Polisher |
| | 4211-91 | Apprentice Aircraft Ground Engineer |
| | 4211-91 | Apprentice Aircraft Maintenance Engineer |
| | 4211-91 | Apprentice Aircraft Mechanic |
| | 4213-91 | Apprentice Locksmith |
| | 4213-91 | Apprentice Precision Metal Tradesperson |
| | 4213-91 | Apprentice Saw Maker and Repairer |
| | 4213-91 | Apprentice Watch and Clock Repairer |
| | 4301-91 | Apprentice Electrical Powerline Tradesperson |
| | 4303-91 | Apprentice Electrical Fitter |
| | 4305-91 | Apprentice Automotive Electrician |
| | 4307-91 | Apprentice Refrigeration and Air-Conditioning Mechanic |
| | 4309-91 | Apprentice Electrical Mechanic |
| | 4309-91 | Apprentice Electrician |
| | 4313-91 | Apprentice Radio and Television Servicer |
| | 4315-91 | Apprentice Office Equipment and Computer Servicer |

A

KEYWORD

CODE

TITLE

| | |
|---------|--|
| 4399-99 | Apprentice Electronic Instrumentation Tradesperson |
| 4401-91 | Apprentice Carpenter |
| 4401-91 | Apprentice Carpenter and Joiner |
| 4401-91 | Apprentice Joiner |
| 4403-91 | Apprentice Bricklayer |
| 4405-91 | Apprentice Painter, Decorator and Signwriter |
| 4407-91 | Apprentice Plasterer |
| 4409-91 | Apprentice Drainer |
| 4409-91 | Apprentice Gasfitter |
| 4409-91 | Apprentice Leadburner |
| 4409-91 | Apprentice Plumber |
| 4409-91 | Apprentice Sprinkler Fitter |
| 4411-91 | Apprentice Roof Slater and Tiler |
| 4413-91 | Apprentice Wall and Floor Tiler |
| 4501-91 | Apprentice Compositor |
| 4503-91 | Apprentice Graphic Reproduction Tradesperson |
| 4505-91 | Apprentice Printing Machinist |
| 4507-91 | Apprentice Binder and Finisher |
| 4509-91 | Apprentice Stereotyper and Electrotyper |
| 4511-91 | Apprentice Screen Printer |
| 4601-91 | Apprentice Brake Mechanic |
| 4601-91 | Apprentice Diesel Motor Mechanic |
| 4601-91 | Apprentice Motor Mechanic |
| 4601-91 | Apprentice Motorcycle Mechanic |
| 4601-91 | Apprentice Small Engine Mechanic |
| 4603-91 | Apprentice Panel Beater |
| 4605-91 | Apprentice Vehicle Painter |
| 4607-91 | Apprentice Vehicle Body Maker |
| 4609-91 | Apprentice Vehicle Trimmer |
| 4701-91 | Apprentice Butcher |
| 4701-91 | Apprentice Meat Tradesperson |
| 4701-91 | Apprentice Slaughterman/woman |
| 4701-91 | Apprentice Smallgoods Maker |
| 4703-91 | Apprentice Baker and Pastrycook |
| 4705-91 | Apprentice Cook |
| 4799-91 | Apprentice Buttermaker |
| 4799-91 | Apprentice Cheesemaker |
| 4799-91 | Apprentice Confectioner |
| 4799-91 | Apprentice, Other Food Trades |
| 4801-91 | Apprentice Nurseryman/woman |
| 4803-91 | Apprentice Greenkeeper |
| 4805-91 | Apprentice Gardener |
| 4805-91 | Apprentice Landscape Gardener |
| 4901-91 | Apprentice Wood Machinist |
| 4901-93 | Apprentice Wood Turner |
| 4903-91 | Apprentice Cabinetmaker |
| 4905-91 | Apprentice Cane Furniture Maker |
| 4905-91 | Apprentice Cooper |
| 4905-91 | Apprentice Furniture Finisher |
| 4905-91 | Apprentice Model Maker |
| 4905-91 | Apprentice Picture Framer |
| 4905-91 | Apprentice Wood Carver |
| 4905-91 | Apprentice, Other Wood Trades |
| 4907-91 | Apprentice Boatbuilder |
| 4907-91 | Apprentice Marine Construction Tradesperson |
| 4907-91 | Apprentice Ship's Carpenter |
| 4907-91 | Apprentice Shipwright |
| 4911-91 | Apprentice Garment Tradesperson |
| 4911-91 | Apprentice Tailor |
| 4913-91 | Apprentice Upholsterer and Bedding Tradesperson |
| 4915-91 | Apprentice Clicker |
| 4915-91 | Apprentice Shoemaker and Repairer |
| 4917-91 | Apprentice Canvas Goods Maker |
| 4917-91 | Apprentice Leather Goods Maker |
| 4917-91 | Apprentice Sailmaker |
| 4917-91 | Apprentice, Other Leather and Canvas Trades |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 4919-91 | Apprentice Floor Coverer |
| | 4921-91 | Apprentice Flat Glass Tradesperson |
| | 4923-91 | Apprentice Diamond Cutter |
| | 4923-91 | Apprentice Jeweller |
| | 4923-91 | Apprentice Jewellery and Precious Metalware Tradesperson |
| | 4923-91 | Apprentice Silversmith |
| | 4925-91 | Apprentice Craftworker |
| | 4925-91 | Apprentice Musical Instrument Maker and Repairer |
| | 4925-91 | Apprentice Piano Tuner |
| | 4925-91 | Apprentice Potter |
| | 4927-91 | Apprentice Hairdresser |
| | 4999-91 | Apprentice Dental Mechanic |
| | 4999-91 | Apprentice Florist |
| | 4999-91 | Apprentice Optical Mechanic |
| | 4999-91 | Apprentice Stonemason |
| | 4999-91 | Apprentice, Other Trades |
| ARBITRATION | 1103-19 | Conciliation and Arbitration Commissioner |
| | 3905-23 | Arbitration Inspector |
| ARBORICULTURIST | 4805-15 | Arboriculturist |
| ARC | 4205-19 | Arc Welder |
| | 4205-19 | Gas-shielded Arc Welding Operator |
| ARCH | 4403-11 | Arch Builder |
| ARCHAEOLOGIST | 2907-99 | Archaeologist |
| ARCHITECT | 2201-11 | Architect |
| | 2201-11 | Chief Architect |
| | 2201-13 | Landscape Architect |
| | 2219-15 | Naval Architect |
| ARCHITECTURAL | 3207-13 | Architectural Associate |
| | 3207-13 | Architectural Drafting Officer |
| | 3207-13 | Architectural Technical Officer |
| | 3299-99 | Architectural Tracer |
| ARCHIVIST | 2999-13 | Archivist |
| ARMAMENT | 2219-99 | Military Armament Engineer |
| | 4999-29 | Armament Fitter |
| | 4999-29 | Armament Mechanic |
| ARMATURE | 4303-11 | Armature Winder |
| ARMOURED | 7499-19 | Armoured Fighting Vehicle Crewman |
| | 7499-19 | Armoured Fighting Vehicle Driver |
| ARMOURER | 4213-19 | Armourer |
| ARMY | 1201-11 | Army ranks above and including Brigadier |
| | 2209-11 | Transport Engineer (Army) |
| | 2607-11 | Salvation Army Officer |
| | 5605-11 | Despatch Rider (Army) |
| | 7211-11 | Fire Engineer (Army) |
| | 7299-99 | Recovery Mechanic (Army) |
| | 7299-99 | Specialist Vehicles Operator (Army) |
| ARRANGER | 2815-99 | Music Arranger |
| | 5501-11 | Programme Arranger |
| ART | 2505-11 | Art Teacher (Private) |
| | 2811-11 | Art Director (Television, Film or Stage) |
| | 3999-13 | Museum and Art Gallery Technician |
| ARTICLED | 2605-91 | Articled Clerk |
| ARTIFICIAL | 3103-31 | Artificial Insemination Technician |
| ARTIST | 2801-11 | Artist (Painting) |

A

| KEYWORD | CODE | TITLE |
|------------|---------|--|
| | 2801-99 | Environmental Artist |
| | 2801-99 | Laser Artist |
| | 2805-13 | Commercial Artist |
| | 2805-13 | Display Artist |
| | 2813-13 | Striptease Artist |
| | 2817-13 | Circus Artist |
| | 2817-13 | Variety Artist |
| | 3903-99 | Make-up Artist |
| | 3999-17 | Finish Artist |
| | 3999-17 | Layout Artist |
| | 3999-17 | Paste-up Artist |
| ARTISTIC | 2801-11 | Painter (Artistic) |
| | 2801-99 | Etcher (Artistic) |
| ARTS | 2801-99 | Scene Painter (Performing Arts) |
| | 3903-01 | Supervisor, Performing Arts Support Workers |
| ASPHALT | 8409-11 | Asphalt Worker |
| ASSAULT | 7499-19 | Assault Trooper |
| ASSAYER | 2101-11 | Assayer |
| ASSEMBLER | 8103-11 | Metal and Metal Products Assembler |
| | 8103-11 | Metal Window Assembler |
| | 8103-11 | Vehicle Assembler |
| | 8103-13 | Electrical and Electronic Equipment Assembler |
| | 8103-15 | Jewellery Assembler |
| | 8103-17 | Furniture Assembler |
| | 8103-17 | Joinery Assembler |
| | 8103-17 | Wood Products Assembler |
| ASSEMBLERS | 8103-01 | Supervisor, Assemblers |
| ASSEMBLY | 8109-13 | Equipment Assembly Inspector |
| | 8109-13 | Vehicle Assembly Inspector |
| ASSESSOR | 2999-99 | Military Personnel Selection Assessor |
| | 3103-27 | Forest Assessor |
| | 3905-29 | Claims Assessor (except Health) |
| | 3905-29 | Insurance Assessor (except Health) |
| | 5303-11 | Health Insurance Assessor |
| ASSISTANT | 2807-01 | Assistant Editor |
| | 2807-99 | Editorial Assistant |
| | 2999-99 | Executive Assistant |
| | 3103-27 | Botanical Technical Assistant |
| | 3201-13 | Electrical Engineering Drafting Assistant |
| | 3201-17 | Electronics Detail Drafting Assistant |
| | 3203-13 | Civil Engineering Drafting Assistant |
| | 3205-13 | Mechanical Engineering Drafting Assistant |
| | 3999-23 | Photographic Studio Assistant |
| | 4911-13 | Wardrobe Assistant |
| | 5401-11 | Library Assistant |
| | 5603-11 | Manual Assistant (Telecom) |
| | 5903-11 | Teachers' Assistant |
| | 6301-11 | Sales Assistant (Hardware and Gardening Supplies) |
| | 6301-13 | Sales Assistant (Fabrics, Clothing and Footwear) |
| | 6301-15 | Canteen Assistant |
| | 6301-15 | Sales Assistant (Food and Drink Products) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| | 6301-19 | Sales Assistant (Caravans and Motor Vehicles) |
| | 6301-21 | Sales Assistant (Office Supplies) |
| | 6301-21 | Sales Assistant (Stationery, Newspapers and Books) |
| | 6301-23 | Chemist Shop Assistant |
| | 6301-23 | Sales Assistant (Pharmaceutical Products and Toiletries) |
| | 6301-25 | Sales Assistant (Tyres) |
| | 6301-25 | Sales Assistant (Vehicle Parts and Accessories) |

| KEYWORD | CODE | TITLE |
|------------|---------|---|
| | 6301-99 | Sales Assistant (EDP and Office Equipment) |
| | 6301-99 | Sales Assistant (Musical Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Photographic Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Sports Equipment and Toys) |
| | 6301-99 | Sales Assistant (Watches and Jewellery) |
| | 6601-11 | Kindergarten Assistant |
| | 6601-13 | Child Care Assistant |
| | 6601-15 | Children's Nursery Assistant |
| | 6601-99 | Special Teaching Assistant |
| | 6605-11 | Dental Assistant |
| | 7107-91 | Assistant Locomotive Driver |
| | 7399-13 | Rolling Mill Assistant |
| | 7399-19 | Railway Yard Assistant |
| | 7435-11 | Photographic Laboratory Assistant |
| | 7499-21 | Printing Bindery Assistant |
| | 8101-11 | Boilermaker's Assistant |
| | 8101-11 | Fitter's Assistant |
| | 8101-11 | Metal Forger's Assistant |
| | 8101-11 | Metal Moulder's Assistant |
| | 8101-11 | Metal Trades Assistant |
| | 8101-13 | Bricklayer's Trades Assistant |
| | 8101-13 | Carpenter's Trades Assistant |
| | 8101-13 | Construction Trades Assistant |
| | 8101-13 | Painter and Decorator's Assistant |
| | 8101-13 | Plasterer's Assistant |
| | 8101-13 | Plumber's Trades Assistant |
| | 8101-13 | Roof Slater and Tiler's Assistant |
| | 8101-13 | Signwriter's Assistant |
| | 8101-13 | Wall and Floor Tiler's Assistant |
| | 8101-15 | Cable Jointer's Assistant |
| | 8101-15 | Electrical and Telecommunications Trades Assistant |
| | 8101-15 | Electrical Power Linesman/woman's Assistant |
| | 8101-15 | Telecommunications Lineman/woman's Assistant |
| | 8101-99 | Carpetlayer's Assistant |
| | 8101-99 | Garage Assistant |
| | 8101-99 | Motor Mechanic's Trades Assistant |
| | 8101-99 | Powder Monkey's Assistant |
| | 8101-99 | Shot Firer's Assistant |
| | 8109-15 | Product Testing Assistant |
| | 8199-11 | Tinning Line Assistant |
| | 8199-29 | Printing Machine Assistant |
| | 8199-31 | Glassware Process Assistant |
| | 8201-99 | Apiary Assistant |
| | 8201-99 | Hatchery Assistant |
| | 8201-99 | Oyster Grower's Assistant |
| | 8205-11 | Nursery Assistant (Horticulture) |
| | 8205-13 | Gardener's Assistant |
| | 8405-13 | Rigger's Assistant |
| | 8411-11 | Geological Survey Field Assistant |
| | 8411-11 | Seismic Survey Assistant |
| | 8411-11 | Surveyor's Assistant |
| | 8907-11 | Stores Assistant |
| | 8907-11 | Warehouse Assistant |
| | 8909-17 | Furniture Removalist's Assistant |
| | 8917-11 | Laundry Assistant |
| | 8921-11 | Ward Assistant |
| | 8921-15 | Nursing Assistant |
| | 8999-21 | Crematorium Assistant |
| | 8999-21 | Undertaker's Assistant |
| | 8999-25 | Railway Station Assistant |
| | 8999-99 | Stage Assistant |
| ASSISTANTS | 6301-01 | Supervisor, Sales Assistants |
| | 8199-01 | Supervisor, Other Trades Assistants and Factory Hands |
| | 8201-01 | Supervisor, Farm Hands and Assistants |
| ASSOCIATE | 2605-99 | Judge's Associate |

A

| KEYWORD | CODE | TITLE |
|--------------|---------|-----------------------------------|
| | 2807-01 | Associate Editor |
| | 3201-11 | Electrical Engineering Associate |
| | 3201-15 | Electronics Engineering Associate |
| | 3203-11 | Civil Engineering Associate |
| | 3205-11 | Mechanical Engineering Associate |
| | 3207-13 | Architectural Associate |
| | 3207-15 | Cartographic Associate |
| | 3207-15 | Surveying Associate |
| | 3901-15 | Social Worker Associate |
| ASSURANCE | 6103-11 | Life Assurance Representative |
| ASTRONOMER | 2105-11 | Astronomer |
| ATTENDANT | 5401-11 | Library Attendant |
| | 5907-15 | Court Attendant |
| | 6301-15 | Bottle Shop Attendant |
| | 6503-11 | Bar Attendant |
| | 6505-15 | Dining Room Attendant |
| | 6599-13 | Auction Room Attendant |
| | 6599-21 | Driveway Attendant |
| | 6599-21 | Service Station Attendant |
| | 6601-15 | Child Care Attendant |
| | 6601-15 | Creche Attendant |
| | 6609-01 | Senior Flight Attendant |
| | 6609-11 | Flight Attendant |
| | 7303-11 | Boiler Attendant |
| | 7313-11 | Mine Cage Attendant |
| | 7431-13 | Sugar Melthouse Attendant |
| | 7433-99 | Strapping Machine Attendant |
| | 7435-11 | Dark Room Attendant |
| | 7499-13 | Tobacco Dryer Attendant |
| | 7499-13 | Tobacco Machine Attendant |
| | 8101-99 | Lubritorium Attendant |
| | 8301-21 | Car Wash Attendant |
| | 8415-15 | Screen and Loadout Attendant |
| | 8901-11 | Door Attendant |
| | 8901-15 | Theatre Attendant |
| | 8901-15 | Turnstile Attendant |
| | 8911-99 | Pool Attendant |
| | 8917-11 | Laundromat Attendant |
| | 8921-15 | Nurse Attendant |
| | 8999-11 | Animal Attendant |
| | 8999-15 | Poker Machine Attendant |
| | 8999-15 | Vending Machine Attendant |
| | 8999-17 | Lamproom Attendant |
| | 8999-21 | Funeral Attendant |
| | 8999-23 | Veterinary Attendant |
| | 8999-99 | Car Park Attendant |
| | 8999-99 | Railway Crossing Attendant |
| | 8999-99 | School Crossing Attendant |
| ATTENDANTS | 6503-01 | Supervisor, Bar Attendants |
| AUCTION | 6599-13 | Auction Room Attendant |
| AUCTIONEER | 6599-11 | Auctioneer |
| AUDIO | 3903-11 | Audio Operator |
| | 3903-11 | Audio Technician |
| AUDIOLOGIST | 2399-11 | Audiologist |
| AUDIOMETRIST | 3101-99 | Audiometrist |
| AUDIT | 5301-13 | Audit Clerk |
| AUDITOR | 2701-11 | Auditor |
| | 2707-25 | Computer Auditor |
| | 2707-25 | EDP Auditor |

| KEYWORD | CODE | TITLE |
|------------|---------|--|
| AUTHOR | 2809-11 | Author |
| AUTO | 7209-13 | Auto Scythe Operator |
| AUTOCLAVE | 7431-27 | Food Processing Autoclave Operator |
| AUTOMATIC | 4901-11 | Automatic Profile Sander Operator |
| AUTOMOBILE | 7103-11 | Automobile Driver |
| AUTOMOTIVE | 4103-13 | Automotive Machinist |
| | 4103-91 | Apprentice Automotive Machinist |
| | 4305-01 | Supervisor, Automotive Electricians |
| | 4305-11 | Automotive Electrical Fitter |
| | 4305-11 | Automotive Electrician |
| | 4305-91 | Apprentice Automotive Electrician |
| | 4601-11 | Automotive Air-Conditioning Mechanic |
| | 6301-25 | Automotive Parts Interpreter |
| AVIONICS | 8999-27 | Automotive Parts Recycler |
| | 3299-99 | Avionics System Technician (Air Force) |
| AWNINGS | 8401-13 | Awnings Installer |

B

| KEYWORD | CODE | TITLE |
|----------------|-------------|--|
| B-GRADE | 4901-15 | Wood Machinist (B-Grade) |
| BABY | 6601-15 | Baby Sitter |
| BACK-HOE | 7201-15 | Back-hoe Operator |
| BACTERIOLOGIST | 2107-99 | Bacteriologist |
| BAG | 7433-99 | Sack and Bag Filler |
| BAGMAN/WOMAN | 5999-17 | Bagman/woman |
| BAILIFF | 5907-99 | Bailiff |
| BAKER | 4703-13 | Baker |
| | 4703-91 | Apprentice Baker and Pastrycook |
| BAKERS | 4703-01 | Supervisor, Bakers and Pastrycooks |
| BAKING | 8199-41 | Baking Factory Hand |
| BALING | 7433-99 | Baling and Compression Machine Operator |
| BALLET | 2505-15 | Ballet Teacher |
| | 2813-13 | Ballet Dancer |
| BAND | 2815-11 | Band Leader |
| BANDER | 4901-11 | Edge Bander Operator |
| BANK | 1507-11 | Bank Manager |
| | 5301-17 | Bank Accountant |
| BAR | 1501-11 | Milk Bar Manager |
| | 6503-01 | Bar Manager |
| | 6503-01 | Supervisor, Bar Attendants |
| | 6503-11 | Bar Attendant |
| | 6503-11 | Bar Steward/Stewardess |
| BARBER | 4927-11 | Barber |
| BARGE | 8925-11 | Barge Hand |
| BARMAN/MAID | 6503-11 | Barman/maid |
| BARREL | 4209-17 | Barrel Plater |
| BARRISTER | 2605-11 | Barrister |
| BATCHER | 7399-35 | Premix Concrete Batcher |
| BATCHING | 7399-35 | Concrete Batching Plant Operator |
| BEAMER | 7425-11 | Beamer |
| | 7425-11 | Warp Beamer |
| BEATER | 4603-11 | Panel Beater |
| | 4603-91 | Apprentice Panel Beater |
| BEATERS | 4603-01 | Supervisor, Panel Beaters |
| BEAUTICIAN | 6699-15 | Beautician |
| BEAUTY | 1599-99 | Beauty Parlour Manager |
| | 6699-15 | Beauty Therapist |
| BEDDING | 4913-01 | Supervisor, Upholsterers and Bedding Tradespersons |
| | 4913-13 | Bedding and Mattress Maker |
| | 4913-91 | Apprentice Upholsterer and Bedding Tradesperson |
| BEEF | 1401-17 | Beef Cattle Farm Manager |
| | 1401-17 | Beef Cattle Farmer |
| | 1401-17 | Beef Cattle Station Manager |
| | 1401-17 | Beef Cattle Stud Farmer |
| BEEKEEPER | 1401-35 | Beekeeper |
| BELT | 7309-11 | Conveyor Belt Operator |

| KEYWORD | CODE | TITLE |
|---------------|---------|-------------------------------------|
| BENCH | 4103-11 | Bench Fitter |
| BENCHWORKER | 8103-15 | Jewellery Benchworker |
| BENDER | 4921-13 | Glass Bender |
| BENDING | 4203-17 | Metal Bending Machine Operator |
| BESPOKE | 4915-11 | Bespoke Shoemaker |
| BEVELLER | 4921-11 | Glass Beveller |
| BEVERAGE | 7431-17 | Alcoholic Beverage Machine Operator |
| BEVERAGES | 7399-99 | Distiller (Beverages) |
| BIBLIOGRAPHER | 2911-11 | Bibliographer |
| BINDER | 4507-11 | Binder and Finisher |
| | 4507-91 | Apprentice Binder and Finisher |
| BINDERS | 4507-01 | Supervisor, Binders and Finishers |
| BINDERY | 7499-21 | Printing Bindery Assistant |
| BINSMAN/WOMAN | 8999-99 | Grain Binsman/woman |
| BIOCHEMIST | 2107-15 | Biochemist |
| | 2303-37 | Clinical Biochemist |
| BIOCHEMISTRY | 3101-13 | Clinical Biochemistry Technician |
| BIOGEOGRAPHER | 2907-13 | Biogeographer |
| BIOLOGIST | 2107-15 | Molecular Biologist |
| | 2107-99 | Cell Biologist |
| | 2107-99 | Soil Biologist |
| BIOLOGY | 3103-25 | Biology Technical Officer |
| BIOMEDICAL | 2109-13 | Biomedical Engineer |
| BIOMETRICIAN | 2909-13 | Biometrician |
| BIOPHYSICIST | 2107-17 | Biophysicist |
| BISCUIT | 4703-15 | Biscuit Maker |
| | 8199-41 | Biscuit Factory Hand |
| BITUMEN | 8409-11 | Bitumen Worker |
| BLACKSMITH | 4201-11 | Blacksmith |
| | 4201-91 | Apprentice Blacksmith |
| BLACKSMITH'S | 8101-11 | Blacksmith's Striker |
| BLAST | 7315-01 | Supervisor, Blast Furnace Operators |
| | 7315-11 | Blast Furnace Operator |
| | 8199-11 | Blast Furnace Helper |
| BLASTER | 4909-11 | Blaster |
| BLASTING | 4909-01 | Supervisor, Blasting Tradespersons |
| BLEACHING | 7425-17 | Bleaching Machine Operator |
| BLENDER | 7307-13 | Well Treatment Blender Operator |
| | 7431-15 | Syrup Blender |
| | 7431-17 | Spirit Blender |
| | 7431-23 | Margarine Blender |
| BLENDING | 7307-11 | Petroleum Blending Plant Operator |
| | 7407-21 | Plastics Blending Machine Operator |
| BLINDSTITCHER | 7427-13 | Blindstitcher |
| BLOCKLAYER | 4403-11 | Blocklayer |
| BLOOD | 2303-37 | Blood Transfusionist |

B

| KEYWORD | CODE | TITLE |
|--------------------|-------------|--|
| BLOW | 7407-15 | Blow Moulding Machine Operator |
| BLOWER | 4921-13 | Glass Blower |
| | 4921-93 | Trainee Glass Blower |
| BLOWING | 4921-13 | Glass Blowing Lathe Operator |
| BOARD | 3201-17 | Printed Circuit Board Designer |
| BOARDING | 1505-99 | Boarding House Manager |
| BOAT | 4907-13 | Boat Builder and Repairer |
| BOATBUILDER | 4907-91 | Apprentice Boatbuilder |
| BOATSWAIN | 8925-01 | Boatswain |
| BOBCAT | 7201-19 | Bobcat Operator |
| BODY | 4607-01 | Supervisor, Vehicle Body Makers |
| | 4607-11 | Vehicle Body Builder |
| | 4607-11 | Vehicle Body Maker |
| | 4607-91 | Apprentice Vehicle Body Maker |
| BOGGER | 7201-23 | Mechanical Bogger Operator |
| BOILER | 3205-13 | Boiler Testing Technician |
| | 7303-11 | Boiler Attendant |
| | 7303-11 | Stationary Engine and Boiler Operator |
| | 7303-13 | Marine Engine and Boiler Operator |
| | 7431-13 | Evaporator Boiler (Sugar Processing) |
| | 7431-13 | Sugar Boiler and Pan Operator |
| BOILERMAKER | 4205-11 | Boilermaker |
| | 4205-13 | Structural Boilermaker |
| | 4205-91 | Apprentice Boilermaker |
| BOILERMAKER-WELDER | 4205-11 | Boilermaker-Welder |
| BOILERMAKER'S | 8101-11 | Boilermaker's Assistant |
| BOILERMAKING | 4205-01 | Supervisor, Structural Steel, Boilermaking and Welding Tradespersons |
| | 4205-91 | Apprentice Structural Steel, Boilermaking and Welding Tradesperson |
| BOILERS | 3905-13 | Boilers and Pressure Vessels Inspector |
| BOLTER | 8415-11 | Roof Bolter (Mining) |
| BOND | 5503-13 | Bond Clerk |
| BONDING | 7425-99 | Fabric Bonding Machine Operator |
| BONER | 8199-35 | Meat Boner and Slicer |
| | 8199-37 | Poultry Boner |
| BOOK | 2809-13 | Book Editor |
| BOOKBINDING | 4507-11 | Paper Guillotine Operator (Bookbinding) |
| BOOKING | 6405-11 | Booking Clerk |
| BOOKKEEPER | 5301-11 | Bookkeeper |
| BOOKKEEPING | 5203-01 | Supervisor, Bookkeeping Machine Operators |
| BOOKMAKER | 1599-19 | Bookmaker |
| BOOKMAKER'S | 5999-17 | Bookmaker's Clerk |
| BOOKMAN/WOMAN | 7421-13 | Cotton Ginning Bookman/woman |
| BOOKS | 6201-23 | Sales Representative (Books and Paper Products) |
| | 6301-21 | Sales Assistant (Stationery, Newspapers and Books) |
| BOOKSHOP | 1501-11 | Bookshop Manager |

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| BOOM | 3903-99 | Microphone Boom Operator |
| BORER | 4103-13 | Vertical Borer |
| BORING | 3905-25 | Boring Inspector |
| BOSS | 7201-01 | Shift Boss (Mining) |
| | 8203-03 | Bush Boss |
| BOSUN | 8925-01 | Bosun |
| BOTANICAL | 3103-27 | Botanical Technical Assistant |
| | 3103-27 | Botanical Technician |
| BOTANIST | 2107-19 | Botanist |
| BOTANY | 3103-25 | Botany Technical Officer |
| BOTTLE | 6301-15 | Bottle Shop Attendant |
| | 6501-11 | Bottle Dealer |
| BOTTLING | 7433-11 | Bottling Machine Operator |
| BOUNCER | 8901-11 | Bouncer |
| BOY/GIRL | 5605-11 | Copy Boy/Girl |
| BRACEMAN/WOMAN | 7313-11 | Braceman/woman |
| BRAKE | 4601-11 | Brake Mechanic |
| | 4601-91 | Apprentice Brake Mechanic |
| | 7419-99 | Brake Lining Maker |
| BRANCH | 1507-11 | Financial Institution Branch Manager |
| | 5301-17 | Branch Accountant (Financial Institution) |
| BRAZIER | 4205-19 | Brazier |
| BREAD | 8199-41 | Bread Room Hand |
| BREAKDOWN | 7413-11 | Breakdown Sawyer |
| BREAKER | 4931-11 | Horse Breaker |
| | 7201-29 | Hydraulic Rock Breaker Operator |
| BREAKFAST | 7431-11 | Breakfast Cereal Maker |
| BREEDER | 1401-23 | Pig Breeder |
| | 1401-27 | Horse Breeder |
| BREWERY | 7431-17 | Brewery Cellar Worker |
| BREWHOUSE | 7431-17 | Brewhouse Operator |
| BRICK | 7419-13 | Clay, Brick and Tile Machine Operator |
| | 8199-21 | Brick Handler |
| BRICKLAYER | 4403-11 | Bricklayer |
| | 4403-11 | Refractory Bricklayer |
| | 4403-91 | Apprentice Bricklayer |
| BRICKLAYER'S | 8101-13 | Bricklayer's Trades Assistant |
| BRICKLAYERS | 4403-01 | Supervisor, Bricklayers |
| BRICKLAYING | 4403-11 | Retort Setter (Bricklaying) |
| BRIGADIER | 1201-11 | Army ranks above and including Brigadier |
| BROADCAST | 3903-17 | Broadcast Transmitter Operator |
| BROADCASTING | 4311-11 | Broadcasting Technician |
| | 4311-11 | Broadcasting Tradesperson |
| BROKER | 6103-13 | Insurance Broker |
| | 6199-11 | Commodities Broker |
| BROKERS | 6103-01 | Supervisor, Insurance Brokers and Agents |

B

| KEYWORD | CODE | TITLE |
|----------------|-------------|---|
| BROKING | 5303-01 | Supervisor, Insurance and Broking Clerks |
| BROTHER | 2607-11 | Religious Brother |
| BRUSHMAKER | 7499-99 | Brushmaker |
| BRUSHMAKING | 8199-99 | Brushmaking Labourer |
| BUCKETWHEEL | 7201-21 | Bucketwheel Excavator Operator |
| | 7309-11 | Bucketwheel Reclaimer Operator |
| BUFFALO | 1401-17 | Buffalo Farmer |
| BUILDER | 1601-13 | Professional Builder |
| | 1601-15 | Contract Builder |
| | 4403-11 | Arch Builder |
| | 4403-11 | Chimney Builder |
| | 4607-11 | Coach Builder |
| | 4607-11 | Vehicle Body Builder |
| | 4907-13 | Boat Builder and Repairer |
| | 7409-11 | Tyre Builder |
| | 7409-99 | Rubber Roll Builder |
| | 7429-11 | Heel Builder |
| BUILDER'S | 8499-17 | Builder's Labourer |
| BUILDERS' | 6201-25 | Sales Representative (Builders' Hardware) |
| BUILDING | 1507-11 | Building Society Manager |
| | 1601-13 | Building and Construction Manager |
| | 1601-15 | Building Contractor |
| | 3207-11 | Building Construction Supervisor |
| | 3207-11 | Building Estimator |
| | 3207-11 | Building Foreman/woman |
| | 3207-11 | Building Technician |
| | 3905-11 | Building Inspector |
| | 8401-11 | Building Insulation Installer |
| | 8499-17 | Building Construction Labourer |
| BULK | 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| | 7309-11 | Bulk Fluids Handler |
| | 7309-11 | Bulk Materials Handling Plant Operator |
| BULLDOZER | 7201-11 | Bulldozer Operator |
| BULLET | 7411-13 | Bullet Maker |
| BURSAR | 2701-11 | Bursar |
| BUS | 3905-31 | Bus Inspector |
| | 6405-13 | Bus Conductor |
| | 7101-11 | Bus Driver |
| BUSH | 8203-03 | Bush Boss |
| BUSINESS | 1601-11 | Import-Export Business Manager |
| | 4315-11 | Business Equipment Mechanic |
| | 5203-01 | Supervisor, Business Machine Operators |
| | 5203-11 | Business Machine Operator |
| | 6201-21 | Sales Representative (Business Services) |
| BUTCHER | 4701-11 | Butcher |
| | 4701-91 | Apprentice Butcher |
| BUTLER | 6699-99 | Butler |
| BUTTERMAKER | 4799-13 | Buttermaker |
| | 4799-91 | Apprentice Buttermaker |
| BUTTERMAKERS | 4799-01 | Supervisor, Buttermakers |
| BUTTONHOLE | 7427-11 | Buttonhole Machinist |
| BUYER | 3913-13 | Commodities Buyer |
| | 3913-13 | Grain Buyer |

| KEYWORD | CODE | TITLE |
|-------------|---------|-----------------------------------|
| | 3913-13 | Hide and Skin Buyer |
| | 3913-13 | Livestock Buyer |
| | 3913-13 | Wool Buyer |
| | 3913-15 | Retail Buyer |
| | 6501-11 | Scrap Materials Buyer |
| BY-PRODUCTS | 7431-19 | Meat By-Products Machine Operator |

C

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| C-GRADE | 4901-17 | Wood Machinist (C-Grade) |
| CABIN | 8301-11 | Aircraft Cabin Cleaner |
| CABINETMAKER | 4903-11 | Cabinetmaker |
| | 4903-91 | Apprentice Cabinetmaker |
| CABINETMAKERS | 4903-01 | Supervisor, Cabinetmakers |
| CABLE | 4301-13 | Electrical Cable Jointer |
| | 4311-15 | Telecommunications Cable Jointer |
| | 7299-99 | Cable Ferry Operator |
| | 8101-15 | Cable Jointer's Assistant |
| | 8415-11 | Cable Hand |
| CADASTRAL | 2205-13 | Cadastral Surveyor |
| CADET | 1319-91 | Officer Cadet |
| | 2701-91 | Cadet Accountant |
| | 2807-91 | Cadet Journalist |
| | 3305-91 | Cadet Deck Officer |
| | 3307-91 | Cadet Marine Engineer |
| CAE | 2501-11 | University or CAE Lecturer |
| | 2501-13 | University or CAE Demonstrator |
| | 2501-13 | University or CAE Teaching Fellow |
| | 2501-13 | University or CAE Tutor |
| CAGE | 7313-11 | Mine Cage Attendant |
| CAKE | 4703-11 | Cake Decorator |
| CALLIGRAPHER | 2805-13 | Calligrapher |
| CAMERA | 3903-13 | Motion Picture Camera Operator |
| | 3903-15 | Television Camera Operator |
| | 4213-11 | Camera Repairer |
| | 4503-15 | Process Camera Operator (Printing) |
| | 7435-11 | Copy Camera Operator |
| CAN | 7433-99 | Can Filler and Closer |
| CANDLE | 7411-99 | Candle Maker |
| CANDLER | 8199-45 | Egg Candler |
| CANE | 1401-13 | Sugar Cane Farm Manager |
| | 1401-13 | Sugar Cane Grower |
| | 3905-15 | Sugar Cane Inspector |
| | 4905-01 | Supervisor, Cane Furniture Makers |
| | 4905-17 | Cane Furniture Maker |
| | 4905-91 | Apprentice Cane Furniture Maker |
| | 7431-13 | Sugar Cane Crusher Operator |
| CANT | 7413-13 | Cant Gang Sawyer |
| CANTEEN | 1503-11 | Canteen Manager |
| | 6301-15 | Canteen Assistant |
| CANVAS | 4917-01 | Supervisor, Other Leather and Canvas Tradespersons |
| | 4917-13 | Canvas Goods Maker |
| | 4917-91 | Apprentice Canvas Goods Maker |
| | 4917-91 | Apprentice, Other Leather and Canvas Trades |
| CANVASSER | 6501-15 | Canvasser |
| CANVASSERS | 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| CAPTAIN | 1319-15 | Captain (Defence Forces) |
| | 1319-15 | Group Captain |
| | 3301-11 | Aircraft Captain |
| | 3305-11 | Merchant Ship's Captain |
| | 3305-11 | Ship's Captain |
| | 7101-11 | Coach Captain |

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| CAR | 6609-15 | Railway Conductor (Sleeping Car) |
| | 7103-11 | Hire Car Driver |
| | 7107-11 | Rail Car Driver |
| | 7309-11 | Car Dumper Operator |
| | 8301-21 | Car Detailer |
| | 8301-21 | Car Wash Attendant |
| | 8999-99 | Car Park Attendant |
| CARAVAN | 1505-13 | Caravan Park Manager |
| CARAVANS | 6301-19 | Sales Assistant (Caravans and Motor Vehicles) |
| CARBON | 7399-33 | Carbon Plant Worker |
| CARCASS | 8199-35 | Carcass Splitter |
| CARDIAC | 3101-99 | Cardiac Technician |
| CARDING | 7421-11 | Yarn Carding and Spinning Machine Operator |
| CARDIOLOGIST | 2303-13 | Cardiologist |
| CARDIOTHORACIC | 2303-35 | Cardiothoracic Surgeon |
| CARDIOVASCULAR | 2303-27 | Cardiovascular Specialist |
| CARE | 2905-13 | Early Child Care Adviser |
| | 3401-99 | Coronary Care Nurse |
| | 3401-99 | Geriatric Care Nurse |
| | 3401-99 | Intensive Care Nurse |
| | 3901-15 | Residential Care Worker |
| | 3907-11 | Child Care Centre Director |
| | 3907-11 | Child Care Co-ordinator |
| | 6601-13 | Child Care Aide |
| | 6601-13 | Child Care Assistant |
| | 6601-15 | Child Care Attendant |
| | 6601-15 | Day Care Worker |
| | 6601-19 | Child Care Group Worker |
| | 6601-99 | Child Care, Refuge and Related Workers nec |
| CAREERS | 2603-17 | Careers Counsellor and Adviser |
| CARETAKER | 8913-11 | Caretaker |
| CARPENTER | 4401-11 | Carpenter |
| | 4401-11 | Fixing Carpenter |
| | 4401-11 | Formwork Carpenter |
| | 4401-91 | Apprentice Carpenter |
| | 4401-91 | Apprentice Carpenter and Joiner |
| | 4907-11 | Ship's Carpenter |
| | 4907-91 | Apprentice Ship's Carpenter |
| CARPENTER'S | 8101-13 | Carpenter's Trades Assistant |
| CARPENTERS | 4401-01 | Supervisor, Carpenters and Joiners |
| CARPET | 4919-01 | Supervisor, Carpet Layers |
| | 4919-11 | Carpet Layer |
| | 7425-13 | Carpet Weaver |
| | 8301-19 | Carpet Cleaner |
| CARPETLAYER'S | 8101-99 | Carpetlayer's Assistant |
| CARPORT | 8401-13 | Carport Erector |
| CARRIER | 7203-13 | Straddle Carrier Operator |
| CARTOGRAPHER | 2205-11 | Cartographer |
| CARTOGRAPHIC | 3207-15 | Cartographic Associate |
| CARTON | 7415-15 | Carton Cutting and Crease Forme Setter |
| | 7415-15 | Carton Making Machine Operator |

C

| KEYWORD | CODE | TITLE |
|------------|---------|---|
| CARTOONIST | 2801-11 | Cartoonist |
| CARVER | 4905-11 | Wood Carver |
| | 4905-91 | Apprentice Wood Carver |
| CARVERS | 4905-01 | Supervisor, Wood Carvers |
| CASE | 2601-15 | Social Case Worker |
| | 7315-13 | Case Hardener |
| CASH | 6501-13 | Cash Van Salesperson |
| CASHIER | 6403-13 | Office Cashier |
| CASHIERS | 6403-01 | Supervisor, Cashiers |
| CASINGS | 7431-19 | Casings Worker |
| CASTER | 4101-11 | Die Caster |
| CASTING | 2811-13 | Casting Director |
| | 2811-13 | Casting Officer |
| | 4207-01 | Supervisor, Metal Casting Tradespersons |
| | 4207-11 | Metal Casting Patternmaker |
| | 4207-91 | Apprentice Metal Casting Patternmaker |
| | 4207-91 | Apprentice Metal Casting Tradesperson |
| | 7401-13 | Casting Machine and Ladle Operator |
| CATALOGUER | 2911-11 | Cataloguer |
| CATERER | 1503-11 | Caterer |
| CATERING | 1503-11 | Restaurant and Catering Managing Supervisor |
| CATTLE | 1401-17 | Beef Cattle Farm Manager |
| | 1401-17 | Beef Cattle Farmer |
| | 1401-17 | Beef Cattle Station Manager |
| | 1401-17 | Beef Cattle Stud Farmer |
| | 1401-17 | Cattle Grazier |
| | 1401-19 | Dairy Cattle Stud Farmer |
| CELEBRANT | 2607-11 | Aboriginal Ceremonial Celebrant |
| | 6699-99 | Marriage Celebrant |
| CELL | 2107-99 | Cell Biologist |
| | 7399-31 | Electrolytic Cell Operator |
| CELLAR | 7431-17 | Brewery Cellar Worker |
| CELLARHAND | 7431-17 | Winery Cellarhand |
| CELLULAR | 7407-11 | Cellular Plastics Machine Setter |
| | 7407-17 | Cellular Plastics Machine Operator |
| | 8199-25 | Cellular Plastics Cutter |
| CEMENT | 4407-11 | Cement Plasterer |
| | 4407-11 | Cement Renderer |
| | 7399-27 | Cement Production Plant Operator |
| | 7419-01 | Supervisor, Fibre Cement Machine Operators |
| | 8199-19 | Cement and Concrete Plant Labourer |
| CEMENTER | 7307-13 | Oil Well Cementer |
| | 7429-11 | Shoemaking Cementer |
| CENTRE | 1599-13 | Sports Centre Administrator |
| | 1599-13 | Sports Centre Manager |
| | 3901-11 | Neighbourhood Centre Coordinator |
| | 3907-11 | Child Care Centre Director |
| | 7413-21 | Plywood Centre Feeder |
| | 7413-21 | Plywood Centre Layer |
| CENTRIFUGE | 7431-13 | Centrifuge Operator (Sugar Processing) |
| CERAMIC | 4413-11 | Ceramic Tiler |

| KEYWORD | CODE | TITLE |
|----------------------|---------|---|
| CERAMICS | 2217-15 | Ceramics Engineer |
| | 2217-17 | Ceramics Scientist |
| CEREAL | 7431-11 | Breakfast Cereal Maker |
| | 7431-11 | Grain and Cereal Processing Machine Operator |
| CEREALS | 3103-29 | Cereals Technical Officer |
| CEREMONIAL | 2607-11 | Aboriginal Ceremonial Celebrant |
| CHAINMAN/WOMAN | 8411-11 | Surveyor's Chainman/woman |
| CHAINSAW | 4999-99 | Chainsaw Mechanic |
| CHAIRMAKER | 4903-11 | Chairmaker |
| CHAPLAIN | 2607-11 | Chaplain |
| CHARGE | 3401-01 | Charge Nurse |
| | 3401-01 | Charge Sister |
| CHARITY | 5901-99 | Charity Collection Clerk |
| CHASER | 8203-15 | Log Chaser |
| | 8499-13 | Crane Chaser |
| CHAUFFEUR/CHAUFFEUSE | 7103-11 | Chauffeur/Chauffeuse |
| CHECKOUT | 6403-01 | Checkout Supervisor |
| | 6403-11 | Checkout Operator |
| CHEESE | 8199-43 | Cheese Factory Worker |
| CHEESEMAKER | 4799-15 | Cheesemaker |
| | 4799-91 | Apprentice Cheesemaker |
| CHEESEMAKERS | 4799-01 | Supervisor, Cheesemakers |
| CHEF | 4705-01 | Executive Chef |
| | 4705-11 | Chef |
| CHEMICAL | 2207-11 | Chemical Engineer |
| | 2207-11 | Principal Chemical Engineer |
| | 3103-11 | Chemical Instrumentation Technical Officer |
| | 3103-11 | Chemical Process Analyst |
| | 3103-11 | Chemical Research Technical Officer |
| | 6201-11 | Sales Representative (Chemical Products) |
| | 7305-01 | Supervisor, Chemical Pilot Plant Operators |
| | 7305-01 | Supervisor, Chemical Plant Operators |
| | 7305-11 | Chemical Plant Operator |
| | 7305-91 | Trainee Chemical Plant Operator |
| | 7411-01 | Supervisor, Chemical Production Machine Operators |
| | 8199-23 | Chemical Plant Labourer |
| CHEMICALS | 7305-11 | Distiller (Chemicals) |
| | 7305-11 | Fermentation Operator (Chemicals) |
| CHEMIST | 2101-11 | Chemist |
| | 2101-11 | Chief Chemist |
| | 2107-15 | Enzyme Chemist |
| | 2107-15 | Protein Chemist |
| | 2109-11 | Clinical Chemist |
| | 6301-23 | Chemist Shop Assistant |
| CHEMISTRY | 3103-11 | Chemistry Technical Officer |
| | 3103-13 | Chemistry Technician |
| CHERRY | 7311-11 | Cherry Picker Operator |
| CHICKEN | 1401-25 | Chicken Meat Producer |
| CHIEF | 1201-11 | Chief Executive |
| | 1301-11 | Chief Accountant |
| | 2101-11 | Chief Chemist |
| | 2103-11 | Chief Geologist |

C

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 2105-11 | Chief Physicist |
| | 2201-11 | Chief Architect |
| | 2209-11 | Chief Civil Engineer |
| | 2211-11 | Chief Electrical Engineer |
| | 2211-13 | Chief Electronics Engineer |
| | 2213-11 | Chief Mechanical Engineer |
| | 2215-11 | Chief Mining Engineer |
| | 3911-01 | Chief Prison Officer |
| | 6609-01 | Chief Marine Steward |
| CHILD | 2905-13 | Early Child Care Adviser |
| | 3401-13 | Maternal and Child Health Nurse |
| | 3907-11 | Child Care Centre Director |
| | 3907-11 | Child Care Co-ordinator |
| | 6601-13 | Child Care Aide |
| | 6601-13 | Child Care Assistant |
| | 6601-15 | Child Care Attendant |
| | 6601-15 | Child Minder |
| | 6601-19 | Child Care Group Worker |
| | 6601-99 | Child Care, Refuge and Related Workers nec |
| CHILDHOOD | 2401-11 | Early Childhood Teacher |
| CHILDREN'S | 6601-15 | Children's Nursery Assistant |
| CHILLER | 8907-11 | Chiller Hand |
| CHIMNEY | 4403-11 | Chimney Builder |
| | 8301-99 | Chimney Sweep |
| CHINESE | 2399-99 | Chinese Medicine Specialist |
| CHIPPING | 7399-17 | Wood Chipping and Particleboard Plant Operator |
| CHIROPODIST | 2319-11 | Chiropodist |
| CHIROPRACTOR | 2317-11 | Chiropractor |
| CHOKERMAN/WOMAN | 8203-15 | Chokerman/woman |
| CHORAL | 2815-11 | Choral Director |
| CHOREOGRAPHER | 2813-11 | Choreographer |
| CHORISTER | 2815-99 | Chorister |
| CHORUS | 2815-99 | Chorus Singer |
| CIGARETTE | 7499-13 | Cigarette Making Machine Operator |
| CINEMATOGRAPHER | 2811-17 | Cinematographer |
| CIRCUIT | 3201-17 | Printed Circuit Board Designer |
| CIRCULATION | 5503-11 | Circulation Representative |
| CIRCUS | 2817-13 | Circus Artist |
| CIVIL | 2209-11 | Chief Civil Engineer |
| | 2209-11 | Civil Engineer |
| | 3203-11 | Civil Engineering Associate |
| | 3203-11 | Civil Engineering Design Draftsperson |
| | 3203-11 | Civil Engineering Drafting Officer |
| | 3203-11 | Civil Engineering Technical Officer |
| | 3203-13 | Civil Engineering Detail Draftsperson |
| | 3203-13 | Civil Engineering Drafting Assistant |
| | 3203-13 | Civil Engineering Technician |
| CLADDING | 8401-13 | Exterior Cladding Installer |
| CLAIMS | 3905-29 | Claims Assessor (except Health) |
| | 5301-13 | Claims Clerk |
| CLASS | 4103-13 | Metal Machinist (First Class) |

| KEYWORD | CODE | TITLE |
|-----------------|---------|---|
| | 4103-19 | Metal Machinist (Second Class) |
| | 4103-21 | Metal Machinist (Third Class) |
| | 4203-11 | Sheetmetal Worker (First Class) |
| | 4203-17 | Sheetmetal Worker (Second Class) |
| | 4205-17 | Welder (First Class) |
| | 4205-17 | Welder (Special Class) |
| | 4205-19 | Welder (Second Class) |
| | 4205-21 | Welder (Third Class) |
| | 4209-13 | Electroplater (First Class) |
| | 4209-15 | Electroplater (Second Class) |
| | 4209-17 | Electroplater (Third Class) |
| | 4309-13 | Electrician (Special Class) |
| CLASSER | 3999-35 | Wool Classer |
| | 3999-37 | Hide and Skin Classer |
| | 8109-11 | Fruit and Vegetable Classer |
| CLASSIFIED | 5999-15 | Classified Advertising Clerk |
| CLASSIFIER | 5999-99 | Stamp Classifier |
| CLAY | 7315-15 | Clay Products Kiln Operator |
| | 7399-99 | Clay Crusher Operator |
| | 7419-01 | Supervisor, Clay and Stone Processing Machine Operators |
| | 7419-13 | Clay Products Machine Operator |
| | 7419-13 | Clay, Brick and Tile Machine Operator |
| | 8199-21 | Clay Processing Factory Hand |
| | 8199-21 | Clay Processing Labourer |
| CLEANER | 4409-15 | Drain Cleaner |
| | 8199-31 | Glass Mould Cleaner |
| | 8201-99 | Seed Cleaner and Pickler |
| | 8301-11 | Aircraft Cabin Cleaner |
| | 8301-11 | Factory Cleaner |
| | 8301-11 | Industrial Cleaner |
| | 8301-13 | Commercial Cleaner |
| | 8301-13 | Office Cleaner |
| | 8301-13 | School Cleaner |
| | 8301-15 | Hospital Cleaner |
| | 8301-17 | Window Cleaner |
| | 8301-19 | Carpet Cleaner |
| | 8301-21 | Motor Vehicle Cleaner |
| | 8301-99 | Domestic Cleaner |
| CLEANERS | 8301-01 | Supervisor, Cleaners |
| CLEANING | 1501-11 | Dry Cleaning Establishment Manager |
| | 7499-15 | Dry Cleaning Machine Operator |
| CLEARANCE | 4999-21 | Clearance Diver |
| CLERGYMAN/WOMAN | 2607-11 | Clergyman/woman |
| CLERK | 2605-91 | Articled Clerk |
| | 2999-99 | Clerk of High Court |
| | 3207-11 | Clerk of Works |
| | 5301-13 | Accounts Clerk |
| | 5301-13 | Audit Clerk |
| | 5301-13 | Claims Clerk |
| | 5301-13 | Investment Accounting Clerk |
| | 5301-13 | Invoice Clerk |
| | 5301-13 | Warranty Clerk |
| | 5301-15 | Pay Clerk |
| | 5301-15 | Payroll Clerk |
| | 5301-19 | Loans Clerk |
| | 5301-21 | Cost Clerk |
| | 5303-11 | Insurance Clerk |
| | 5303-11 | Superannuation Fund Clerk |
| | 5303-13 | Scrip Clerk (Stockbroking) |

C

| KEYWORD | CODE | TITLE |
|---------|---------|--|
| | 5303-13 | Stockbroking Clerk |
| | 5305-11 | Statistical Clerk |
| | 5305-13 | Actuarial Clerk |
| | 5401-13 | Filing Clerk |
| | 5401-13 | Registry Clerk |
| | 5499-11 | Photocopying and Duplicating Clerk |
| | 5501-11 | Production Scheduling Clerk |
| | 5501-11 | Schedule Clerk |
| | 5501-13 | Production Tally Clerk |
| | 5503-11 | Container Loading Clerk |
| | 5503-11 | Distribution Clerk |
| | 5503-11 | Freight Clerk |
| | 5503-11 | Receiving and Despatching Clerk |
| | 5503-11 | Shipping Clerk |
| | 5503-11 | Transport Clerk |
| | 5503-13 | Bond Clerk |
| | 5503-13 | Customs Clerk |
| | 5503-13 | Import-Export Clerk |
| | 5503-13 | Wharf Tally Clerk |
| | 5503-99 | Delivery Clerk |
| | 5505-11 | Inventory Clerk |
| | 5505-11 | Stock Clerk |
| | 5505-11 | Stores Clerk |
| | 5505-11 | Supply Clerk |
| | 5505-13 | Procurement Clerk |
| | 5505-13 | Purchasing Clerk |
| | 5505-15 | Mail Order Clerk |
| | 5505-15 | Order Clerk |
| | 5601-11 | Appointments Clerk |
| | 5601-13 | Complaints Clerk |
| | 5601-13 | Information Desk Clerk |
| | 5601-13 | Inquiry Clerk |
| | 5601-15 | Admissions Clerk |
| | 5601-15 | Hospital Admitting Clerk |
| | 5601-15 | Hospital Ward Clerk |
| | 5901-99 | Charity Collection Clerk |
| | 5905-11 | Personnel Records Clerk |
| | 5905-11 | Roster Clerk |
| | 5905-13 | Employment Office Clerk |
| | 5907-11 | Clerk of Court |
| | 5907-11 | Magistrate's Clerk |
| | 5907-13 | Conveyancing Clerk |
| | 5907-13 | Law Clerk |
| | 5907-13 | Legal Clerk |
| | 5909-11 | Postal Clerk |
| | 5999-11 | Meter Records Clerk |
| | 5999-15 | Classified Advertising Clerk |
| | 5999-17 | Bookmaker's Clerk |
| | 6405-11 | Booking Clerk |
| | 6405-11 | Reservations Clerk |
| | 6405-11 | TAB Clerk |
| | 6599-17 | Rental Clerk |
| | 6599-19 | Service Counter Clerk |
| CLERKS | 5301-01 | Supervisor, Accounting Clerks |
| | 5301-01 | Supervisor, Payroll Clerks |
| | 5303-01 | Supervisor, Insurance and Broking Clerks |
| | 5305-01 | Supervisor, Statistical and Actuarial Clerks |
| | 5401-01 | Supervisor, Library and Filing Clerks |
| | 5499-11 | Other Filing, Sorting and Copying Clerks |
| | 5501-01 | Supervisor, Production Recording Clerks |
| | 5503-01 | Supervisor, Transport Recording and Despatching Clerks |
| | 5505-01 | Supervisor, Stock and Purchasing Clerks |
| CLICKER | 4915-11 | Clicker |
| | 4915-91 | Apprentice Clicker |

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| CLINICAL | 2107-99 | Pharmacologist (except Clinical) |
| | 2109-11 | Clinical Chemist |
| | 2109-11 | Clinical Laboratory Scientist |
| | 2109-13 | Clinical Physical Scientist |
| | 2303-37 | Clinical Biochemist |
| | 2303-37 | Clinical Microbiologist |
| | 2303-99 | Clinical Allergist |
| | 2303-99 | Clinical Endocrinologist |
| | 2303-99 | Clinical Pharmacologist |
| | 2505-25 | Clinical Nurse Teacher |
| | 2903-11 | Clinical Psychologist |
| | 3101-13 | Clinical Biochemistry Technician |
| | 3101-13 | Clinical Microbiology Technician |
| CLIPPER | 7413-19 | Veneer Clipper |
| CLOCK | 4213-13 | Watch and Clock Maker and Repairer |
| | 4213-91 | Apprentice Watch and Clock Repairer |
| CLOSER | 7433-99 | Can Filler and Closer |
| CLOTH | 8199-99 | Cloth Cutter |
| CLOTHES | 3501-13 | Plain Clothes Police Officer |
| CLOTHING | 6201-37 | Sales Representative (Textiles, Clothing and Footwear) |
| | 6301-13 | Sales Assistant (Fabrics, Clothing and Footwear) |
| | 8917-11 | Clothing Presser |
| CLOWN | 2817-13 | Clown |
| CLUB | 1599-99 | Licensed Club Manager |
| CO-ORDINATOR | 3907-11 | Child Care Co-ordinator |
| | 4911-01 | Wardrobe Co-ordinator |
| COACH | 3915-11 | Coach (Sport) |
| | 4607-11 | Coach Builder |
| | 7101-11 | Coach Captain |
| COAL | 7317-11 | Coal Seam Drill Operator |
| | 7399-11 | Coal Preparation Plant Operator |
| | 8109-15 | Coal Sample Tester |
| COFFIN | 4903-11 | Coffin Maker |
| COIL | 4303-11 | Heavy Coil Winder |
| | 8103-13 | Light Coil Winder |
| COLLECTION | 5901-11 | Collection Agent |
| | 5901-99 | Charity Collection Clerk |
| COLLECTOR | 5901-11 | Debt Collector |
| | 8299-99 | Coral Collector |
| | 8901-15 | Ticket Collector |
| | 8905-11 | Garbage Collector |
| | 8999-99 | Parking Meter Collector |
| | 8999-99 | Public Telephone Money Collector |
| COLLECTORS | 8905-01 | Supervisor, Garbage Collectors |
| COLONEL | 1319-15 | Colonel |
| COLOURIST | 3999-25 | Colourist |
| COLUMNIST | 2807-99 | Columnist |
| COMBER | 7421-11 | Yarn Comber |
| COMBUSTION | 2207-11 | Combustion Engineer |
| COMEDIAN | 2817-13 | Comedian |
| COMMENTATOR | 2819-11 | Commentator |

C

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| COMMERCIAL | 1401-99 | Commercial Flower Grower |
| | 2805-13 | Commercial Artist |
| | 3301-11 | Commercial Pilot |
| | 6507-11 | Travel Agent (Commercial) |
| | 8301-13 | Commercial Cleaner |
| COMMISSIONED | 1319-11 | Commissioned Police Officer |
| | 1319-13 | Commissioned Fire Officer |
| | 1319-15 | Commissioned Defence Force Officer (Management) |
| COMMISSIONER | 1101-99 | High Commissioner |
| | 1103-19 | Conciliation and Arbitration Commissioner |
| | 1201-11 | Fire Commissioner |
| | 1201-11 | Police Commissioner |
| COMMODITIES | 3913-13 | Commodities Buyer |
| | 6199-11 | Commodities Broker |
| COMMODORE | 1201-11 | Air Force ranks above and including Air Commodore |
| | 1201-11 | Naval ranks above and including Commodore |
| COMMUNICATIONS | 2211-13 | Communications Engineer |
| | 2707-13 | Communications Programmer |
| | 2707-17 | Communications Analyst |
| | 3201-15 | Communications and Data Systems Drafting Officer |
| | 3201-15 | Communications Engineering Technical Officer |
| | 3201-17 | Communications Electronic Systems Technician (Air Force) |
| | 3201-17 | Communications Engineering Technician |
| | 4311-01 | Supervisor, Communications Equipment Tradespersons |
| | 4311-91 | Trainee Communications Equipment Tradesperson |
| | 6201-17 | Sales Representative (Communications Equipment) |
| COMMUNITY | 2307-15 | Community Pharmacist |
| | 2601-13 | Community Social Worker |
| | 3401-13 | Registered Community Health Nurse |
| | 3901-11 | Community Development Officer |
| | 3901-11 | Community Worker |
| COMPACTOR | 7207-13 | Compactor Operator |
| COMPANION | 6607-11 | Home Companion |
| COMPANY | 1301-11 | Company Secretary |
| | 3999-33 | Company Sergeant Major |
| COMPERE | 2819-11 | Compere |
| COMPLAINTS | 5601-13 | Complaints Clerk |
| COMPLEX | 4399-99 | Electronic Instrument Tradesperson (Complex Systems) |
| COMPOSER | 2815-19 | Composer |
| COMPOSITOR | 4501-11 | Compositor |
| | 4501-91 | Apprentice Compositor |
| COMPOSITORS | 4501-01 | Supervisor, Compositors |
| COMPRESSION | 7407-15 | Compression Moulding Machine Operator |
| | 7433-99 | Baling and Compression Machine Operator |
| COMPRESSOR | 7307-11 | Gas Compressor Turbine Operator |
| | 7411-11 | Toiletries Moulder and Compressor |
| COMPTOMETRIST | 5203-11 | Comptometrist |
| COMPUTER | 2211-13 | Computer Engineer |
| | 2707-17 | Computer Analyst |
| | 2707-17 | Computer Systems Analyst |
| | 2707-19 | Computer Systems Designer (Software) |
| | 2707-19 | Computer Systems Engineer (Software) |
| | 2707-23 | Computer Scientist |
| | 2707-25 | Computer Auditor |

| KEYWORD | CODE | TITLE |
|-----------------|---------|---|
| | 4315-01 | Supervisor, Office Equipment and Computer Servicers |
| | 4315-13 | Computer Servicer |
| | 4315-13 | Computer Technician |
| | 4315-91 | Apprentice Office Equipment and Computer Servicer |
| | 4315-91 | Trainee Office Equipment and Computer Servicer |
| | 5201-11 | Computer Console Operator |
| | 5201-11 | Computer Operator |
| | 5201-13 | Remote Computer Terminal Operator |
| | 5401-11 | Computer Tape Librarian |
| | 7307-15 | Torque-turn Computer Operator |
| CONCERT | 2815-13 | Concert and Opera Singer |
| CONCIERGE | 8903-01 | Hotel Concierge |
| CONCILIATION | 1103-19 | Conciliation and Arbitration Commissioner |
| CONCRETE | 7105-13 | Concrete Mixer Driver |
| | 7399-23 | Concrete Pump Operator |
| | 7399-35 | Concrete Batching Plant Operator |
| | 7399-35 | Premix Concrete Batcher |
| | 7419-01 | Supervisor, Concrete Products Machine Operators |
| | 7419-11 | Concrete Pipe Machine Operator |
| | 7419-11 | Concrete Pre-cast Moulder |
| | 7419-11 | Concrete Products Machine Operator |
| | 8199-19 | Cement and Concrete Plant Labourer |
| | 8403-11 | Concrete Extra Hand |
| | 8403-11 | Concrete Finisher |
| | 8403-11 | Concrete Formwork Stripper |
| | 8403-11 | Concrete Slab Layer |
| | 8403-11 | Concrete Worker |
| CONCRETER | 8403-11 | Concreter |
| CONDUCTOR | 2815-11 | Orchestra Conductor |
| | 6405-13 | Bus Conductor |
| | 6405-13 | Train Conductor |
| | 6405-13 | Tram Conductor |
| | 6405-13 | Transport Conductor |
| | 6609-15 | Railway Conductor (Sleeping Car) |
| CONFECTION | 7431-25 | Ice Confection Maker |
| CONFECTIONER | 4799-17 | Confectioner |
| | 4799-91 | Apprentice Confectioner |
| CONFECTIONERS | 4799-01 | Supervisor, Confectioners |
| CONSERVATIONIST | 2199-13 | Soil Conservationist |
| CONSERVATOR | 2999-11 | Conservator |
| CONSERVE | 7431-27 | Fruit Conserve and Sauce Maker |
| CONSOLE | 5201-11 | Computer Console Operator |
| | 6403-11 | Service Station Console Operator |
| CONSTRUCTION | 1601-13 | Building and Construction Manager |
| | 2209-11 | Construction Engineer |
| | 3207-11 | Building Construction Supervisor |
| | 4907-01 | Supervisor, Marine Construction Tradespersons |
| | 4907-91 | Apprentice Marine Construction Tradesperson |
| | 8101-13 | Construction Trades Assistant |
| | 8405-13 | Rigger (Construction) |
| | 8499-17 | Building Construction Labourer |
| CONSUL-GENERAL | 1101-99 | Consul-General |
| CONSULTANT | 2107-27 | Agricultural Consultant |
| | 2107-27 | Farm Consultant |
| | 2799-99 | Management Consultant |
| | 6507-11 | Travel Consultant |

C

| KEYWORD | CODE | TITLE |
|--------------|--|---|
| CONTAINER | 5503-11 7499-99 | Container Loading Clerk Pressurised Container Filler |
| CONTINUITY | 2807-15 3903-99 | Continuity Writer Continuity Person |
| CONTINUOUS | 7201-23 8199-11 | Continuous Mining Machine Operator Continuous Plant Galvaniser |
| CONTRACT | 1601-15 | Contract Builder |
| CONTRACTOR | 1601-15 4309-11 4929-01 | Building Contractor Electrical Contractor Shearing Contractor |
| CONTROL | 1305-11 2211-13 2217-13 3201-15 3201-15 3201-17 3905-25 3905-99 4399-99 8109-13 | Quality Control Manager Process Control Engineer Quality Control Metallurgist Control Systems Drafting Officer Process Control Technical Officer Process Control Technician Stream Control Officer Pest Control Inspector Electronic Instrument and Control Tradesperson Quality Control Inspector |
| CONTROLLER | 3303-11 3303-91 5201-01 5503-11 5503-11 7499-19 8999-13 | Air Traffic Controller Trainee Air Traffic Controller Electronic Mail Controller Aircraft Load Controller Freight Traffic Controller Fire Controller (Navy) Pest and Weed Controller |
| CONTROLS | 3201-15 3205-13 | Digital Controls Technical Officer Hydraulic Controls Technician |
| CONVEYANCING | 5907-13 | Conveyancing Clerk |
| CONVEYOR | 7309-11 | Conveyor Belt Operator |
| COOK | 4705-13 4705-91 4705-99 4705-99 7431-27 | Qualified Cook Apprentice Cook Domestic Cook Shearers' Cook Food Factory Cook |
| COOKER | 7431-27 | Fish Cooker |
| COOKS | 4705-01 | Supervisor, Cooks |
| COOPER | 4905-15 4905-91 | Cooper Apprentice Cooper |
| COOPERS | 4905-01 | Supervisor, Coopers |
| COORDINATOR | 3901-11 | Neighbourhood Centre Coordinator |
| COPPERSMITH | 4203-13 4203-91 | Coppersmith Apprentice Coppersmith |
| COPY | 4901-11 5605-11 7435-11 | Copy Lathe Operator Copy Boy/Girl Copy Camera Operator |
| COPY-WRITER | 2807-15 | Copy-writer |
| COPYING | 5499-11 | Other Filing, Sorting and Copying Clerks |
| COPYIST | 2815-99 | Music Copyist |
| CORAL | 8299-99 | Coral Collector |
| CORD | 7425-19 | Rope and Cord Making Machine Operator |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| COREMAKER | 4207-13 | Coremaker |
| | 4207-13 | Moulder and Coremaker |
| | 4207-91 | Apprentice Moulder and Coremaker |
| CORONARY | 3401-99 | Coronary Care Nurse |
| CORONER | 1103-11 | Coroner |
| CORPORATE | 2605-99 | Corporate Legal Officer |
| | 3905-27 | Corporate Safety Officer |
| | 6101-99 | Corporate Finance Officer |
| CORRESPONDENT | 2807-13 | News Correspondent |
| COSMOLOGIST | 2105-11 | Cosmologist |
| COST | 5301-21 | Cost Clerk |
| COSTUME | 2805-11 | Costume Designer |
| COTTAGE | 6601-17 | Cottage Parent |
| COTTON | 1401-99 | Cotton Grower |
| | 7209-11 | Cotton Picking Machine Operator |
| | 7421-01 | Supervisor, Cotton Ginning Machine Operators |
| | 7421-13 | Cotton Ginner |
| | 7421-13 | Cotton Ginning Bookman/woman |
| COUCHMAKER | 4903-11 | Couchmaker |
| COUNSEL | 2605-11 | Queen's Counsel |
| | 2605-99 | Parliamentary Counsel |
| COUNSELLOR | 2603-11 | Drug and Alcohol Counsellor |
| | 2603-11 | Rehabilitation Counsellor |
| | 2603-13 | Family Counsellor |
| | 2603-13 | Marriage Counsellor |
| | 2603-13 | Relationship Counsellor |
| | 2603-15 | Family Court Counsellor |
| | 2603-17 | Careers Counsellor and Adviser |
| | 2603-17 | Vocational Counsellor |
| | 2603-99 | Educational Counsellor |
| | 2603-99 | Housing Counsellor |
| | 2603-99 | Student Counsellor |
| COUNTER | 6599-19 | Service Counter Clerk |
| COURIER | 7105-11 | Courier Driver |
| COURSE | 4803-01 | Golf Course Superintendent |
| COURT | 1103-13 | Justice of the High Court |
| | 2603-15 | Family Court Counsellor |
| | 2999-99 | Clerk of High Court |
| | 2999-99 | Court Registrar |
| | 2999-99 | Master of the Court |
| | 5101-15 | Court and Hansard Reporter |
| | 5907-11 | Clerk of Court |
| | 5907-15 | Court Attendant |
| | 5907-15 | Court Orderly |
| | 5907-15 | Court Usher |
| COVERER | 4919-11 | Floor Coverer |
| | 4919-91 | Apprentice Floor Coverer |
| COVERERS | 4919-01 | Supervisor, Floor Coverers |
| COVERINGS | 6201-27 | Sales Representative (Floor Coverings and Furniture) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| COXSWAIN | 3999-33 | Warrant Officer Coxswain |
| | 8925-11 | Coxswain |

C

| KEYWORD | CODE | TITLE |
|------------------|---------|--|
| CRAFTWORKER | 4925-91 | Apprentice Craftworker |
| CRAFTWORKERS | 4925-01 | Supervisor, Craftworkers |
| CRANE | 7311-01 | Supervisor, Crane Operators |
| | 7311-11 | Crane Operator |
| | 8499-13 | Crane Chaser |
| CRANES | 3905-13 | Lifts and Cranes Inspector |
| CREAM | 8109-11 | Milk and Cream Grader |
| CREASE | 7415-15 | Carton Cutting and Crease Forme Setter |
| CRECHE | 6601-15 | Creche Attendant |
| CREDIT | 1507-11 | Credit Union Manager |
| | 3999-29 | Credit and Loans Analyst |
| | 5301-19 | Credit Officer |
| CREMATORIUM | 7315-17 | Crematorium Plant Operator |
| | 8999-21 | Crematorium Assistant |
| CREW | 8415-11 | Pit Crew Worker |
| CREWMAN | 7499-19 | Armoured Fighting Vehicle Crewman |
| CREWMAN/WOMAN | 3303-25 | Aircraft Crewman/woman (Military and Rescue) |
| CRIMINOLOGIST | 2907-99 | Criminologist |
| CRITIC | 2807-99 | Critic |
| CROP | 3103-31 | Field Crop Technician |
| | 8201-11 | Livestock and Field Crop Farm Hand |
| CROSSING | 8999-99 | Railway Crossing Attendant |
| | 8999-99 | School Crossing Attendant |
| CROUPIER | 6699-99 | Croupier |
| CRUSHER | 7399-11 | Ore and Stone Crusher Operator |
| | 7399-99 | Clay Crusher Operator |
| | 7431-13 | Sugar Cane Crusher Operator |
| CRYPTOGRAPHIC | 5201-99 | Cryptographic Machine Operator |
| CRYSTALLOGRAPHER | 2105-11 | Crystallographer |
| CUPELMAN/WOMAN | 7315-11 | Cupelman/woman |
| CUPOLA | 7399-25 | Insulation Cupola Operator |
| CURATOR | 4803-01 | Sporting Facility Curator |
| CURRENT | 3299-11 | Eddy Current Testing Technician |
| CURRICULUM | 2905-11 | Curriculum Advisory Teacher |
| | 2905-11 | Curriculum Development Officer |
| CURTAIN | 8401-13 | Curtain Fitter |
| CUSTARD | 7431-21 | Custard Maker |
| CUSTOM | 4903-11 | Custom Furniture Maker |
| CUSTOMER | 5601-13 | Customer Service Officer |
| CUSTOMS | 3905-19 | Customs Examining Officer |
| | 3905-19 | Customs Investigator |
| | 5503-13 | Customs Agent |
| | 5503-13 | Customs Clerk |
| CUTTER | 4103-19 | Gear Cutter |
| | 4901-11 | Program Router Cutter |
| | 4911-15 | Apparel Cutter |
| | 4911-17 | Fur Cutter |
| | 4921-11 | Glass Cutter |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| | 4923-13 | Diamond Cutter |
| | 4923-13 | Gem Cutter and Polisher |
| | 4923-91 | Apprentice Diamond Cutter |
| | 7405-11 | Key Cutter |
| | 7413-17 | Timber Stock Cutter |
| | 7435-11 | Negative Producer and Cutter |
| | 7435-13 | Film Cutter |
| | 7435-13 | Photographic Paper Cutter |
| | 8199-25 | Cellular Plastics Cutter |
| | 8199-99 | Cloth Cutter |
| | 8203-15 | Sleeper Cutter |
| CUTTING | 7415-15 | Carton Cutting and Crease Forme Setter |
| CYLINDER | 4503-13 | Cylinder Preparer (Printing) |
| | 4503-13 | Cylinder Reviser |
| CYTOLOGIST | 2109-11 | Cytologist |
| CYTOPATHOLOGY | 3101-13 | Cytopathology Technician |

D

| KEYWORD | CODE | TITLE |
|------------------|---------|---|
| D'HOTEL | 6505-01 | Maitre d'Hotel |
| DAIRY | 1401-19 | Dairy Cattle Stud Farmer |
| | 1401-19 | Dairy Farm Manager |
| | 1401-19 | Dairy Farmer |
| | 3103-31 | Dairy Technician |
| | 3905-15 | Dairy Produce Inspector |
| | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 8199-43 | Dairy Factory Hand |
| DAM | 8415-15 | Tailings Dam Labourer |
| DANCE | 2505-15 | Dance Teacher (Private) |
| DANCER | 2813-13 | Ballet Dancer |
| | 2813-13 | Dancer |
| | 2813-13 | Tap Dancer |
| DATA | 1311-11 | Data Processing Manager |
| | 1311-11 | Operations Manager (Data Processing) |
| | 1311-11 | Systems Manager (Data Processing) |
| | 2799-11 | Health Data Administrator |
| | 3201-15 | Communications and Data Systems Drafting Officer |
| | 5201-01 | Supervisor, Data Processing Machine Operators |
| | 5201-13 | Data Entry Operator |
| | 5201-13 | Data Processing Operator |
| | 5201-15 | Data Transceiver Operator |
| DATABASE | 2707-13 | Database Programmer |
| | 2707-17 | Database Analyst |
| | 2707-21 | Database Administrator |
| DAY | 6601-15 | Day Care Worker |
| DEACON/DEACONESS | 2607-11 | Deacon/Deaconess |
| DEALER | 6101-11 | Investment Dealer |
| | 6101-11 | Securities Dealer |
| | 6101-11 | Stock Exchange Dealer |
| | 6101-99 | Foreign Exchange Dealer |
| | 6101-99 | Futures Dealer |
| | 6101-99 | Money Market Dealer |
| | 6501-11 | Bottle Dealer |
| DEAN | 1317-99 | Dean |
| DEBARKER | 7413-99 | Debarker Operator |
| DEBT | 5901-11 | Debt Collector |
| DECK | 3305-91 | Cadet Deck Officer |
| DECKHAND | 8925-11 | Deckhand |
| DECORATOR | 3999-21 | Interior Decorator |
| | 4405-11 | Painter and Decorator |
| | 4405-91 | Apprentice Painter, Decorator and Signwriter |
| | 4703-11 | Cake Decorator |
| DECORATOR'S | 8101-13 | Painter and Decorator's Assistant |
| DECORATORS | 4405-01 | Supervisor, Painters, Decorators and Signwriters |
| DEFEATHERER | 7431-19 | Defeatherer and Eviscerator Operator |
| DEFENCE | 1319-15 | Captain (Defence Forces) |
| | 1319-15 | Commissioned Defence Force Officer (Management) |
| | 1319-91 | Trainee Officer (Defence Forces) |
| | 1503-11 | Mess Supervisor (Defence Forces) |
| | 3303-99 | Air Defence Officer |
| | 3999-99 | Signaller (Defence Forces) |
| | 7499-19 | Airfield Defence Guard |
| DEGRADATION | 2199-11 | Land Degradation Analyst |

| KEYWORD | CODE | TITLE |
|---------------|---------|---|
| DEHYDRATOR | 7431-99 | Fruit and Vegetable Dehydrator |
| DELICATESSEN | 1501-11 | Delicatessen Manager |
| DELIVERY | 5503-99 | Delivery Clerk |
| | 5605-01 | Supervisor, Messengers and Delivery Officers |
| | 7105-11 | Delivery Driver |
| DEMOGRAPHER | 2909-13 | Demographer |
| DEMOLITION | 4999-29 | Explosive Ordnance Demolition Technician |
| | 8499-17 | Demolition Worker |
| DEMONSTRATOR | 2501-13 | University or CAE Demonstrator |
| | 6599-15 | Sales Demonstrator |
| DENTAL | 2305-13 | Dental Specialist |
| | 3101-15 | Dental Hygienist |
| | 3101-15 | Dental Therapist |
| | 4999-11 | Dental Mechanic |
| | 4999-11 | Dental Prosthetist |
| | 4999-11 | Dental Technician |
| | 4999-91 | Apprentice Dental Mechanic |
| | 6201-15 | Sales Representative (Medical, Dental and Veterinary Equipment) |
| | 6605-11 | Dental Assistant |
| | 6605-11 | Dental Nurse |
| DENTIST | 2305-11 | Dentist |
| DEPALLETISER | 7433-99 | Depalletiser Operator |
| DEPARTMENT | 1201-11 | Head of Government Department |
| | 2503-01 | Head of Department (TAFE) |
| | 6301-01 | Sales Department Manager |
| DEPOSITOR | 4503-13 | Depositor and Grinder |
| DEPUTY | 3299-99 | Mine Deputy |
| DERMATOLOGIST | 2303-29 | Dermatologist |
| DERRICK | 8415-13 | Derrick Worker |
| DESIGN | 2219-99 | Product Design Engineer |
| | 3103-23 | Fabric Design Technical Officer |
| | 3201-11 | Electrical Engineering Design Draftsperson |
| | 3201-11 | Substation Design Draftsperson |
| | 3201-15 | Electronics Engineering Design Draftsperson |
| | 3203-11 | Civil Engineering Design Draftsperson |
| | 3203-11 | Road Design Draftsperson |
| | 3203-11 | Structural Design Draftsperson |
| | 3205-11 | Mechanical Engineering Design Draftsperson |
| | 3205-11 | Tool Design Draftsperson |
| | 3205-13 | Tool Design Detail Draftsperson |
| | 3299-99 | Lighting Design Drafting Officer |
| | 3299-99 | Shipbuilding Design Drafting Officer |
| DESIGNER | 2707-19 | Computer Systems Designer (Software) |
| | 2805-11 | Costume Designer |
| | 2805-11 | Fashion Designer |
| | 2805-13 | Exhibition Designer |
| | 2805-13 | Graphic Designer |
| | 2805-13 | Package Designer |
| | 2805-13 | Publication Designer |
| | 2805-13 | Set Designer |
| | 2805-15 | Furniture Designer |
| | 2805-15 | Industrial Designer |
| | 2805-15 | Product Designer |
| | 2805-15 | Textile Designer |
| | 2805-17 | Interior Designer |
| | 3201-17 | Printed Circuit Board Designer |

D

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| | 3205-11 | Tool Designer |
| | 3999-27 | Forms Analyst and Designer |
| | 3999-27 | Forms Designer |
| DESK | 5601-13 | Information Desk Clerk |
| DESPATCH | 5605-11 | Despatch Rider (Army) |
| | 8907-11 | Stores Despatch Hand |
| DESPATCHER | 5503-11 | Truck Despatcher |
| | 5503-15 | Radio Despatcher |
| DESPATCHING | 5503-01 | Supervisor, Transport Recording and Despatching Clerks |
| | 5503-11 | Receiving and Despatching Clerk |
| DETAIL | 3201-13 | Electrical Engineering Detail Draftsperson |
| | 3201-17 | Electronics Detail Drafting Assistant |
| | 3201-17 | Electronics Detail Draftsperson |
| | 3203-13 | Civil Engineering Detail Draftsperson |
| | 3205-13 | Mechanical Detail Draftsperson |
| | 3205-13 | Tool Design Detail Draftsperson |
| | 3299-99 | Aircraft Detail Draftsperson |
| | 3299-99 | Mining Detail Draftsperson |
| DETAILER | 8301-21 | Car Detailer |
| DETECTIVE | 3501-13 | Detective |
| | 3999-99 | Private Detective |
| DEVELOPER | 7435-11 | Photographic Developer and Printer |
| | 7435-11 | Slide Developer |
| DEVELOPERS | 7435-01 | Supervisor, Photographic Developers and Printers |
| DEVELOPMENT | 1399-13 | Research and Development Manager |
| | 2705-15 | Staff Development Officer |
| | 2905-11 | Curriculum Development Officer |
| | 3901-11 | Community Development Officer |
| | 7201-23 | Development Machine Miner |
| DIAGNOSTIC | 2303-23 | Diagnostic Radiologist |
| | 2321-11 | Medical Diagnostic Radiographer |
| DIALYSIS | 3101-99 | Dialysis Technician |
| DIAMOND | 4923-13 | Diamond Cutter |
| | 4923-91 | Apprentice Diamond Cutter |
| | 7317-11 | Diamond Driller |
| DICTATYPIST | 5103-13 | Dictatypist |
| DIE | 4101-11 | Die Caster |
| | 4101-11 | Die Sinker |
| | 4101-11 | Tool and Die Maker |
| | 4103-17 | Die Setter |
| DIESEL | 4103-11 | Diesel Fitter-Mechanic |
| | 4103-11 | Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-91 | Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4601-11 | Diesel Motor Mechanic |
| | 4601-91 | Apprentice Diesel Motor Mechanic |
| DIETARY | 8921-13 | Dietary Aide |
| DIETITIAN | 2399-13 | Dietitian |
| DIGGER | 8407-11 | Grave Digger |
| DIGITAL | 3201-15 | Digital Controls Technical Officer |
| DINING | 6505-01 | Dining Room Host/Hostess |
| | 6505-15 | Dining Room Attendant |
| DIPLOMATIC | 1101-99 | Head of Diplomatic Mission |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| DIPPER | 8199-11 | Metal Dipper |
| DIRECTIONAL | 7317-01 | Directional Driller |
| DIRECTOR | 1201-11 | Managing Director |
| | 1301-11 | Finance Director |
| | 1315-11 | Director of Nursing |
| | 2401-11 | Kindergarten Director |
| | 2401-11 | Pre-School Director |
| | 2811-11 | Art Director (Television, Film or Stage) |
| | 2811-13 | Casting Director |
| | 2811-15 | Director (Film or Stage) |
| | 2811-17 | Director of Photography |
| | 2811-23 | Director (Radio or Television) |
| | 2811-25 | Technical Director |
| | 2815-11 | Choral Director |
| | 2815-11 | Music Director |
| | 3907-11 | Child Care Centre Director |
| | 6699-11 | Funeral Director |
| DISABLED | 2407-13 | Teacher of the Intellectually Disabled |
| | 2407-13 | Teacher of Disabled or Gifted Students |
| DISC | 2819-11 | Disc Jockey |
| DISCIPLINARY | 3999-33 | Disciplinary Warrant Officer |
| | 3999-33 | Military Disciplinary Supervisor |
| DISEASES | 2303-41 | Infectious Diseases Specialist |
| DISHWASHER | 8919-11 | Dishwasher |
| DISPENSER | 4999-13 | Optical Dispenser |
| DISPLAY | 2805-13 | Display Artist |
| | 5201-13 | Visual Display Unit Operator |
| DISTILLER | 7305-11 | Distiller (Chemicals) |
| | 7399-99 | Distiller (Beverages) |
| DISTRIBUTION | 1307-11 | Supply and Distribution Manager |
| | 2209-11 | Water Supply Distribution Engineer |
| | 5503-11 | Distribution Clerk |
| DIVER | 4999-21 | Clearance Diver |
| | 4999-21 | Offshore Diver |
| | 4999-21 | Saturation Diver |
| | 4999-23 | Abalone Diver |
| | 4999-23 | Onshore Diver |
| | 4999-23 | Pearl Diver |
| | 4999-23 | Police Diver |
| | 4999-23 | Shallow Water Diver |
| DOCKER | 7413-15 | Sawmill Docker |
| DOCKERMAN/WOMAN | 7413-15 | Dockerman/woman |
| DOCKHAND | 8909-11 | Dockhand |
| DOCTOR | 4213-17 | Saw Doctor |
| | 4805-15 | Tree Doctor |
| DOG | 4931-99 | Dog Trainer |
| DOGMAN/WOMAN | 8499-13 | Dogman/woman |
| DOMESTIC | 4705-99 | Domestic Cook |
| | 6201-31 | Sales Representative (Household Goods and Domestic Hardware) |
| | 8301-99 | Domestic Cleaner |
| | 8915-13 | Domestic Housekeeper |
| DOMICILIARY | 3401-13 | Domiciliary Nurse |

D

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| DOOR | 8401-13 | Security Door Installer |
| | 8901-11 | Door Attendant |
| DOOR-TO-DOOR | 6501-15 | Door-to-Door Salesperson |
| DOORMAN/WOMAN | 8901-11 | Doorman/woman |
| DOUBLE-END | 4901-11 | Double-End Tenoner Operator |
| DOUGHMAKER | 4703-13 | Doughmaker |
| DRAFTING | 3201-11 | Electrical Engineering Drafting Officer |
| | 3201-11 | Relays Drafting Officer |
| | 3201-13 | Electrical Engineering Drafting Assistant |
| | 3201-15 | Communications and Data Systems Drafting Officer |
| | 3201-15 | Control Systems Drafting Officer |
| | 3201-15 | Electronics Engineering Drafting Officer |
| | 3201-17 | Electronics Detail Drafting Assistant |
| | 3203-11 | Civil Engineering Drafting Officer |
| | 3203-11 | Sewage Reticulation Drafting Officer |
| | 3203-11 | Structural Engineering Drafting Officer |
| | 3203-13 | Civil Engineering Drafting Assistant |
| | 3205-11 | Air-Conditioning Drafting Officer |
| | 3205-11 | Mechanical Engineering Drafting Officer |
| | 3205-13 | Mechanical Engineering Drafting Assistant |
| | 3207-13 | Architectural Drafting Officer |
| | 3207-15 | Engineering Survey Drafting Officer |
| | 3207-15 | Topographic Drafting Officer |
| | 3299-99 | Lighting Design Drafting Officer |
| | 3299-99 | Shipbuilding Design Drafting Officer |
| DRAFTSPERSON | 3201-11 | Electrical Engineering Design Draftsperson |
| | 3201-11 | Substation Design Draftsperson |
| | 3201-13 | Electrical Engineering Detail Draftsperson |
| | 3201-15 | Electronics Engineering Design Draftsperson |
| | 3201-17 | Electronics Detail Draftsperson |
| | 3203-11 | Civil Engineering Design Draftsperson |
| | 3203-11 | Road Design Draftsperson |
| | 3203-11 | Structural Design Draftsperson |
| | 3203-13 | Civil Engineering Detail Draftsperson |
| | 3205-11 | Mechanical Engineering Design Draftsperson |
| | 3205-11 | Tool Design Draftsperson |
| | 3205-13 | Mechanical Detail Draftsperson |
| | 3205-13 | Tool Design Detail Draftsperson |
| | 3299-99 | Aircraft Detail Draftsperson |
| | 3299-99 | Mining Detail Draftsperson |
| DRAGLINE | 7201-01 | Dragline Supervisor |
| | 7201-21 | Dragline Operator |
| | 7201-91 | Dragline Oiler |
| DRAIN | 4409-15 | Drain Cleaner |
| DRAINAGE | 3905-11 | Plumbing and Drainage Inspector |
| DRAINER | 4409-15 | Drainer |
| | 4409-91 | Apprentice Drainer |
| DRAINERS | 4409-01 | Supervisor, Drainers |
| DRAMA | 2505-17 | Drama Teacher (Private) |
| DRAWER-IN | 7425-11 | Drawer-in |
| DRAWING | 7401-15 | Wire Drawing Machine Operator |
| | 7421-11 | Yarn Drawing Machine Operator |
| DREDGE | 3305-11 | Dredge Master |
| | 7201-25 | Dredge Operator |
| DRESSER | 3999-19 | Window Dresser |
| | 7405-11 | Metal Dresser and Grinder |

| KEYWORD | CODE | TITLE |
|-------------|---------|---|
| | 7425-11 | Textile Dresser |
| DRESSMAKER | 4911-13 | Dressmaker |
| DRESSMAKERS | 4911-01 | Supervisor, Dressmakers |
| DRESSMAKING | 2505-99 | Dressmaking Teacher (Private) |
| DRIED | 7431-21 | Dried Milk Products Maker |
| DRILL | 7317-11 | Coal Seam Drill Operator |
| | 7317-11 | Jumbo Drill Operator |
| | 7317-11 | Long Hole Drill Operator |
| | 7317-11 | Raise Drill Operator |
| | 7317-11 | Rock Drill Operator |
| | 7317-11 | Rotary Drill Operator |
| DRILLER | 4103-13 | Radial Driller (Metal) |
| | 7317-01 | Directional Driller |
| | 7317-01 | Master Driller |
| | 7317-11 | Diamond Driller |
| | 7317-11 | Water Well Driller |
| DRILLER'S | 8415-13 | Driller's Offsider |
| DRILLING | 2215-13 | Oil and Gas Drilling Engineer |
| | 7303-11 | Motorman/woman (Fluids Drilling) |
| | 7317-01 | Supervisor, Drilling Plant Operators |
| | 7317-11 | Drilling Plant Operator |
| DRINK | 6201-29 | Sales Representative (Food, Drink and Tobacco Products) |
| | 6301-15 | Sales Assistant (Food and Drink Products) |
| | 6505-13 | Drink Waiter/Waitress |
| | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 7431-15 | Soft Drink Mixer |
| DRIVER | 7101-11 | Bus Driver |
| | 7101-13 | Tram Driver |
| | 7103-11 | Automobile Driver |
| | 7103-11 | Hire Car Driver |
| | 7103-11 | Taxi Driver |
| | 7105-11 | Courier Driver |
| | 7105-11 | Delivery Driver |
| | 7105-11 | Taxi Truck Driver |
| | 7105-11 | Van Driver |
| | 7105-13 | Concrete Mixer Driver |
| | 7105-13 | Haul Truck Driver |
| | 7105-13 | Heavy Truck Driver |
| | 7105-13 | Road Train Driver |
| | 7105-13 | Semi-Trailer Driver |
| | 7105-13 | Stock Transport Driver |
| | 7105-13 | Tanker Driver |
| | 7105-13 | Tow Truck Driver |
| | 7107-11 | Locomotive Driver |
| | 7107-11 | Rail Car Driver |
| | 7107-11 | Train Driver |
| | 7107-11 | Underground Locomotive Driver |
| | 7107-91 | Assistant Locomotive Driver |
| | 7107-91 | Trainee Locomotive Driver |
| | 7203-11 | Forklift Driver |
| | 7203-11 | Reach Truck Driver |
| | 7203-11 | Turret Truck Driver |
| | 7209-11 | Farm Tractor Driver |
| | 7303-11 | Sugar Mill Engine Driver |
| | 7313-11 | Winding Engine Driver |
| | 7499-19 | Armoured Fighting Vehicle Driver |
| DRIVER'S | 8909-17 | Truck Driver's Offsider |
| DRIVERS | 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| | 7107-01 | Supervisor, Locomotive Drivers |

D

| KEYWORD | CODE | TITLE |
|----------------|-------------|---|
| DRIVEWAY | 6599-21 | Driveway Attendant |
| DRIVING | 2505-19 | Driving Instructor |
| DROP-SORTER | 7413-99 | Drop-Sorter Operator |
| DROVER | 8201-11 | Drover |
| DRUG | 2603-11 | Drug and Alcohol Counsellor |
| DRY | 1501-11 | Dry Cleaning Establishment Manager |
| | 7415-13 | Dry End Papermaking Machine Operator |
| | 7499-15 | Dry Cleaning Machine Operator |
| DRYER | 7431-13 | Sugar Dryer Operator |
| | 7499-13 | Tobacco Dryer Attendant |
| DRYING | 7423-11 | Leather Drying Operator |
| DUBBING | 3903-11 | Dubbing Machine Operator |
| | 3903-11 | Dubbing Projectionist (Sound Mixing) |
| DUCTWORKER | 4203-17 | Ductworker |
| DUMPER | 7309-11 | Car Dumper Operator |
| DUPLICATING | 5499-11 | Photocopying and Duplicating Clerk |
| DYE | 3299-11 | Dye Penetrant Testing Technician |
| DYEING | 3103-23 | Dyeing and Finishing Technical Officer |
| | 7425-17 | Textile Dyeing and Finishing Machine Operator |
| DYER | 7425-17 | Fabric Dyer |
| | 7425-17 | Garment Dyer |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| EAR | 2303-31 | Ear, Nose and Throat Specialist |
| EARLY | 2401-11 | Early Childhood Teacher |
| | 2905-13 | Early Child Care Adviser |
| EARTH | 3103-15 | Earth Science Technical Officer |
| | 3103-17 | Earth Science Technician |
| EARTHMOVING | 4103-11 | Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-91 | Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 7201-01 | Supervisor, Excavating and Earthmoving Plant Operators |
| | 7201-13 | Scraper Operator (Earthmoving) |
| | 7201-19 | Loader Operator (Earthmoving) |
| | 7201-91 | Trainee Excavating and Earthmoving Plant Operator |
| | 8407-11 | Earthmoving Labourer |
| ECOLOGICAL | 3103-25 | Ecological Technical Officer |
| ECOLOGIST | 2107-21 | Ecologist |
| ECONOMETRICIAN | 2901-11 | Econometrician |
| ECONOMIC | 2907-13 | Economic Geographer |
| | 2907-15 | Economic Historian |
| ECONOMIST | 2901-11 | Agricultural Economist |
| | 2901-11 | Economist |
| | 2901-11 | International Trade Economist |
| | 2901-11 | Labour Economist |
| | 2901-11 | Transport Economist |
| EDDY | 3299-11 | Eddy Current Testing Technician |
| EDGE | 4901-11 | Edge Bander Operator |
| EDGERMAN/WOMAN | 7413-13 | Edgerman/woman |
| EDITOR | 1201-11 | Managing Editor |
| | 2807-01 | Assistant Editor |
| | 2807-01 | Associate Editor |
| | 2807-01 | News Editor |
| | 2809-13 | Book Editor |
| | 2809-15 | Script Editor |
| | 2811-19 | Film Editor |
| | 3903-11 | Sound Editor |
| EDITORIAL | 2807-99 | Editorial Assistant |
| | 2807-99 | Editorial Writer |
| EDP | 2707-17 | EDP Analyst |
| | 2707-25 | EDP Auditor |
| | 2707-25 | EDP Security Analyst |
| | 6201-13 | Sales Representative (EDP Equipment) |
| | 6201-17 | Sales Representative (Electronic Equipment except EDP) |
| | 6301-99 | Sales Assistant (EDP and Office Equipment) |
| EDUCATION | 2407-99 | Aboriginal Education Teacher |
| | 2503-13 | TAFE Teacher (General Education) |
| | 2905-13 | Education Officer |
| EDUCATIONAL | 2407-11 | Educational Support Teacher |
| | 2603-99 | Educational Counsellor |
| | 2903-13 | Educational Guidance Officer |
| | 2903-13 | Educational Psychologist |
| EDUCATOR | 2505-25 | Nurse Educator |
| EFFECTS | 3903-99 | Sound Effects Person |
| | 3903-99 | Special Effects Person |
| EGG | 1401-25 | Egg Producer |
| | 8199-45 | Egg Candler |

E

| KEYWORD | CODE | TITLE |
|-------------------------|---------|--|
| | 8199-45 | Egg Process Worker |
| ELECTRICAL | 2211-11 | Chief Electrical Engineer |
| | 2211-11 | Electrical Engineer |
| | 2211-11 | Electrical Maintenance Engineer |
| | 2211-11 | Electrical Power Engineer |
| | 3201-11 | Electrical Engineering Associate |
| | 3201-11 | Electrical Engineering Design Draftsperson |
| | 3201-11 | Electrical Engineering Drafting Officer |
| | 3201-11 | Electrical Engineering Technical Officer |
| | 3201-13 | Electrical Engineering Detail Draftsperson |
| | 3201-13 | Electrical Engineering Drafting Assistant |
| | 3201-13 | Electrical Engineering Technician |
| | 3201-13 | Electrical Instrument Technician |
| | 3303-19 | Airworthiness Surveyor (Electrical and Instruments) |
| | 3905-11 | Electrical Installation Inspector |
| | 4211-15 | Aircraft Electrical Engineer |
| | 4211-15 | Aircraft Ground Engineer (Electrical) |
| | 4211-15 | Aircraft Maintenance Engineer (Electrical) |
| | 4211-15 | Examiner of Aircraft (Electrical) |
| | 4211-15 | Licensed Aircraft Maintenance Engineer (Electrical) |
| | 4301-01 | Supervisor, Electrical Powerline Tradespersons |
| | 4301-11 | Electrical Linesman/woman |
| | 4301-13 | Electrical Cable Jointer |
| | 4301-91 | Apprentice Electrical Powerline Tradesperson |
| | 4301-91 | Trainee Electrical Linesman/woman |
| | 4303-01 | Supervisor, Electrical Fitters |
| | 4303-11 | Electrical Equipment Fitter |
| | 4303-11 | Electrical Instrument Fitter |
| | 4303-13 | Electrical Appliance Servicer |
| | 4303-91 | Apprentice Electrical Fitter |
| | 4305-11 | Automotive Electrical Fitter |
| | 4309-01 | Supervisor, Electrical Mechanics |
| | 4309-11 | Electrical Contractor |
| | 4309-11 | Electrical Mechanic |
| | 4309-91 | Apprentice Electrical Mechanic |
| | 4399-01 | Supervisor, Other Electrical and Electronics Tradespersons |
| | 8101-15 | Electrical and Telecommunications Trades Assistant |
| | 8101-15 | Electrical Power Linesman/woman's Assistant |
| | 8103-13 | Electrical and Electronic Equipment Assembler |
| ELECTRICIAN | 4305-11 | Automotive Electrician |
| | 4305-91 | Apprentice Automotive Electrician |
| | 4309-11 | Electrician |
| | 4309-13 | Electrician (Special Class) |
| | 4309-91 | Apprentice Electrician |
| | 4399-11 | Lift Electrician |
| ELECTRICIANS | 4305-01 | Supervisor, Automotive Electricians |
| ELECTROCARDIOGRAPHIC | 3101-99 | Electrocardiographic Technician |
| ELECTROENCEPHALOGRAPHIC | 3101-99 | Electroencephalographic Technician |
| ELECTROFORMER | 4209-13 | Electroformer |
| ELECTROLYTIC | 7399-31 | Electrolytic Cell Operator |
| | 7399-31 | Electrolytic Refiner |
| ELECTRONIC | 3201-17 | Communications Electronic Systems Technician (Air Force) |
| | 4399-99 | Apprentice Electronic Instrumentation Tradesperson |
| | 4399-99 | Electronic Instrument and Control Tradesperson |
| | 4399-99 | Electronic Instrument Tradesperson (Complex Systems) |
| | 4503-15 | Electronic Scanner Operator (Printing) |
| | 5201-01 | Electronic Mail Controller |
| | 5201-15 | Electronic Mail Operator |
| | 6201-17 | Sales Representative (Electronic Equipment except EDP) |
| | 8103-13 | Electrical and Electronic Equipment Assembler |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| ELECTRONICS | 2211-13 | Chief Electronics Engineer |
| | 2211-13 | Electronics Engineer |
| | 3201-15 | Aircraft Electronics Technical Officer |
| | 3201-15 | Electronics Engineering Associate |
| | 3201-15 | Electronics Engineering Design Draftsperson |
| | 3201-15 | Electronics Engineering Drafting Officer |
| | 3201-15 | Electronics Engineering Technical Officer |
| | 3201-17 | Electronics Detail Drafting Assistant |
| | 3201-17 | Electronics Detail Draftsperson |
| | 3201-17 | Electronics Engineering Technician |
| | 3303-99 | Airborne Electronics Analyst |
| | 4399-01 | Supervisor, Other Electrical and Electronics Tradespersons |
| ELECTROPLATER | 4209-13 | Electroplater (First Class) |
| | 4209-15 | Electroplater (Second Class) |
| | 4209-17 | Electroplater (Third Class) |
| | 4209-91 | Apprentice Electroplater |
| ELECTROTYPYER | 4509-11 | Stereotyper and Electrotyper |
| | 4509-91 | Apprentice Stereotyper and Electrotyper |
| ELECTROTYPERS | 4509-01 | Supervisor, Stereotypers and Electrotypers |
| ELOCUTION | 2505-17 | Elocution Teacher |
| EMBALMER | 6699-11 | Embalmer |
| EMBOSSER | 4921-11 | Glass Embosser |
| EMBRYOLOGIST | 2107-11 | Embryologist |
| EMPLOYMENT | 2705-11 | Employment Officer |
| | 2705-11 | Equal Employment Officer |
| | 5905-13 | Employment Office Clerk |
| END | 7415-11 | Wet End Papermaking Machine Operator |
| | 7415-13 | Dry End Papermaking Machine Operator |
| ENDOCRINOLOGIST | 2107-13 | Endocrinologist |
| | 2303-99 | Clinical Endocrinologist |
| ENDODONTIST | 2305-13 | Endodontist |
| ENGINE | 4211-11 | Aircraft Engine Fitter |
| | 4601-13 | Small Engine Mechanic |
| | 4601-91 | Apprentice Small Engine Mechanic |
| | 7303-11 | Stationary Engine and Boiler Operator |
| | 7303-11 | Sugar Mill Engine Driver |
| | 7303-13 | Marine Engine and Boiler Operator |
| | 7313-11 | Winding Engine Driver |
| ENGINEER | 1399-99 | Marine Engineer Superintendent |
| | 2109-13 | Biomedical Engineer |
| | 2207-11 | Chemical Engineer |
| | 2207-11 | Combustion Engineer |
| | 2207-11 | Petrochemical Process Engineer |
| | 2207-11 | Principal Chemical Engineer |
| | 2207-11 | Smelting Engineer |
| | 2207-11 | Water Treatment Engineer |
| | 2209-11 | Chief Civil Engineer |
| | 2209-11 | Civil Engineer |
| | 2209-11 | Construction Engineer |
| | 2209-11 | Municipal Engineer |
| | 2209-11 | Structural Engineer |
| | 2209-11 | Transport Engineer (Army) |
| | 2209-11 | Water Supply Distribution Engineer |
| | 2211-11 | Chief Electrical Engineer |
| | 2211-11 | Electrical Engineer |
| | 2211-11 | Electrical Maintenance Engineer |
| | 2211-11 | Electrical Power Engineer |
| | 2211-13 | Chief Electronics Engineer |

E

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| | 2211-13 | Communications Engineer |
| | 2211-13 | Computer Engineer |
| | 2211-13 | Electronics Engineer |
| | 2211-13 | Process Control Engineer |
| | 2211-13 | Radio Engineer |
| | 2211-13 | Telecommunications Engineer |
| | 2213-11 | Air-Conditioning Engineer |
| | 2213-11 | Chief Mechanical Engineer |
| | 2213-11 | Mechanical Engineer |
| | 2215-11 | Chief Mining Engineer |
| | 2215-11 | Mining Engineer (except Petroleum) |
| | 2215-13 | Mud Engineer |
| | 2215-13 | Oil and Gas Drilling Engineer |
| | 2215-13 | Petroleum Engineer |
| | 2215-13 | Petrophysical Engineer |
| | 2217-11 | Hydrometallurgical Engineer |
| | 2217-11 | Pyrometallurgical Engineer |
| | 2217-15 | Ceramics Engineer |
| | 2217-15 | Materials Engineer |
| | 2217-15 | Metallurgical Engineer |
| | 2217-15 | Polymer Engineer |
| | 2219-11 | Aeronautical Engineer |
| | 2219-11 | Air Safety Engineer |
| | 2219-13 | Agricultural Engineer |
| | 2219-17 | Industrial Engineer |
| | 2219-17 | Methods Engineer |
| | 2219-17 | Safety Engineer |
| | 2219-99 | Military Armament Engineer |
| | 2219-99 | Military Instrument Engineer |
| | 2219-99 | Product Design Engineer |
| | 2707-19 | Computer Systems Engineer (Software) |
| | 2707-19 | Software Engineer |
| | 3303-15 | Flight Engineer |
| | 3303-21 | Flight Engineer Inspector |
| | 3307-11 | Marine Engineer |
| | 3307-11 | Motor Vessel Engineer Officer |
| | 3307-11 | Ship's Engineer Officer |
| | 3307-13 | Marine Engineer Surveyor |
| | 3307-91 | Cadet Marine Engineer |
| | 3307-91 | Trainee Marine Engineer |
| | 4211-11 | Aircraft Ground Engineer (Engines) |
| | 4211-11 | Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Licensed Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Line Maintenance Aircraft Engineer (Engines) |
| | 4211-13 | Aircraft Ground Engineer (Airframes) |
| | 4211-13 | Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Licensed Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Line Maintenance Aircraft Engineer (Airframes) |
| | 4211-15 | Aircraft Electrical Engineer |
| | 4211-15 | Aircraft Ground Engineer (Electrical) |
| | 4211-15 | Aircraft Maintenance Engineer (Electrical) |
| | 4211-15 | Licensed Aircraft Maintenance Engineer (Electrical) |
| | 4211-17 | Aircraft Ground Engineer (Radio) |
| | 4211-17 | Aircraft Maintenance Engineer (Radio) |
| | 4211-17 | Licensed Aircraft Maintenance Engineer (Radio) |
| | 4211-19 | Aircraft Ground Engineer (Instruments) |
| | 4211-19 | Aircraft Maintenance Engineer (Instruments) |
| | 4211-19 | Licensed Aircraft Maintenance Engineer (Instruments) |
| | 4211-91 | Apprentice Aircraft Ground Engineer |
| | 4211-91 | Apprentice Aircraft Maintenance Engineer |
| | 7211-11 | Fire Engineer (Army) |
| ENGINEERING | 1399-11 | Engineering Manager |
| | 2205-13 | Engineering Surveyor |
| | 3201-11 | Electrical Engineering Associate |
| | 3201-11 | Electrical Engineering Design Draftsperson |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 3201-11 | Electrical Engineering Drafting Officer |
| | 3201-11 | Electrical Engineering Technical Officer |
| | 3201-13 | Electrical Engineering Detail Draftsperson |
| | 3201-13 | Electrical Engineering Drafting Assistant |
| | 3201-13 | Electrical Engineering Technician |
| | 3201-15 | Communications Engineering Technical Officer |
| | 3201-15 | Electronics Engineering Associate |
| | 3201-15 | Electronics Engineering Design Draftsperson |
| | 3201-15 | Electronics Engineering Drafting Officer |
| | 3201-15 | Electronics Engineering Technical Officer |
| | 3201-17 | Communications Engineering Technician |
| | 3201-17 | Electronics Engineering Technician |
| | 3203-11 | Civil Engineering Associate |
| | 3203-11 | Civil Engineering Design Draftsperson |
| | 3203-11 | Civil Engineering Drafting Officer |
| | 3203-11 | Civil Engineering Technical Officer |
| | 3203-11 | Structural Engineering Drafting Officer |
| | 3203-13 | Civil Engineering Detail Draftsperson |
| | 3203-13 | Civil Engineering Drafting Assistant |
| | 3203-13 | Civil Engineering Technician |
| | 3205-11 | Mechanical Engineering Associate |
| | 3205-11 | Mechanical Engineering Design Draftsperson |
| | 3205-11 | Mechanical Engineering Drafting Officer |
| | 3205-11 | Mechanical Engineering Technical Officer |
| | 3205-13 | Mechanical Engineering Drafting Assistant |
| | 3205-13 | Mechanical Engineering Technician |
| | 3207-15 | Engineering Survey Drafting Officer |
| | 3299-99 | Aeronautical Engineering Technical Officer |
| | 3299-99 | Engineering Tracer |
| | 3299-99 | Production Planning Officer (Engineering) |
| ENGINEERS | 4211-01 | Supervisor, Aircraft Maintenance Engineers |
| ENGINEMAN/WOMAN | 7107-11 | Locomotive Engineman/woman |
| ENGINES | 3303-19 | Airworthiness Surveyor (Engines) |
| | 4211-11 | Aircraft Ground Engineer (Engines) |
| | 4211-11 | Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Aircraft Mechanic (Engines) |
| | 4211-11 | Examiner of Aircraft Engines |
| | 4211-11 | Licensed Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Line Maintenance Aircraft Engineer (Engines) |
| ENGLISH | 2407-99 | Teacher of English as a Second Language |
| ENGRAVER | 4213-21 | Engraver |
| ENGRAVING | 4503-11 | Etcher-Finisher (Photo Engraving) |
| ENLARGER | 7435-11 | Photographic Enlarger Operator |
| ENROLLED | 6603-11 | Enrolled Nurse |
| | 6603-91 | Student Enrolled Nurse |
| ENTERTAINMENT | 8901-13 | Entertainment Usher |
| ENTOMOLOGIST | 2107-23 | Entomologist |
| ENTRY | 5201-13 | Data Entry Operator |
| ENVIRONMENTAL | 2199-11 | Environmental Scientist |
| | 2801-99 | Environmental Artist |
| ENZYME | 2107-15 | Enzyme Chemist |
| EPIDEMIOLOGIST | 2109-11 | Epidemiologist |
| EQUAL | 2705-11 | Equal Employment Officer |
| EQUIPMENT | 3903-01 | Supervisor, Sound Recording and Reproduction Equipment Operators |
| | 3903-15 | Television Equipment Operator |

E

| KEYWORD | CODE | TITLE |
|-----------------|---------|---|
| | 4103-11 | Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-91 | Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4303-11 | Electrical Equipment Fitter |
| | 4311-01 | Supervisor, Communications Equipment Tradespersons |
| | 4311-91 | Trainee Communications Equipment Tradesperson |
| | 4315-01 | Supervisor, Office Equipment and Computer Servicers |
| | 4315-11 | Business Equipment Mechanic |
| | 4315-11 | Office Equipment Servicer |
| | 4315-91 | Apprentice Office Equipment and Computer Servicer |
| | 4315-91 | Trainee Office Equipment and Computer Servicer |
| | 4999-27 | Aircraft Safety Equipment Worker |
| | 6201-13 | Sales Representative (EDP Equipment) |
| | 6201-15 | Sales Representative (Medical, Dental and Veterinary Equipment) |
| | 6201-17 | Sales Representative (Communications Equipment) |
| | 6201-17 | Sales Representative (Electronic Equipment except EDP) |
| | 6201-99 | Sales Representative (Photographic Equipment and Supplies) |
| | 6301-99 | Sales Assistant (EDP and Office Equipment) |
| | 6301-99 | Sales Assistant (Musical Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Photographic Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Sports Equipment and Toys) |
| | 8103-13 | Electrical and Electronic Equipment Assembler |
| | 8109-13 | Equipment Assembly Inspector |
| ERECTOR | 8401-13 | Carport Erector |
| | 8405-17 | Structural Steel Erector |
| | 8499-15 | Fence Erector |
| ERGONOMIST | 2999-99 | Ergonomist |
| ESCORT | 6699-99 | Escort |
| ESTABLISHMENT | 1501-11 | Dry Cleaning Establishment Manager |
| | 1599-11 | Hairdressing Establishment Managing Supervisor |
| ESTATE | 1599-17 | Real Estate Agency Manager |
| | 6105-11 | Real Estate Sales Representative |
| | 6105-11 | Real Estate Salesperson |
| | 6105-11 | Real Estate Sub-agent |
| | 6105-13 | Real Estate Property Manager |
| ESTIMATOR | 3207-11 | Building Estimator |
| ETCHER | 2801-99 | Etcher (Artistic) |
| | 4921-11 | Glass Etcher |
| ETCHER-FINISHER | 4503-11 | Etcher-Finisher (Photo Engraving) |
| EVAPORATOR | 7431-13 | Evaporator Boiler (Sugar Processing) |
| EVISCERATOR | 7431-19 | Defeatherer and Eviscerator Operator |
| | 8199-33 | Eviscerator |
| EXAMINER | 2999-99 | Patent Examiner |
| | 3303-21 | Examiner of Flightcrew |
| | 3905-13 | Gas Examiner |
| | 3905-17 | Train Examiner |
| | 4211-11 | Examiner of Aircraft Engines |
| | 4211-13 | Examiner of Airframes |
| | 4211-15 | Examiner of Aircraft (Electrical) |
| | 4211-17 | Examiner of Aircraft Radio |
| | 4211-19 | Examiner of Aircraft Instruments |
| | 8109-13 | Film Examiner |
| | 8109-13 | Product Examiner |
| | 8109-13 | Textile Examiner |
| | 8109-13 | Tyre Finisher and Examiner |
| EXAMINING | 3905-19 | Customs Examining Officer |
| EXCAVATING | 7201-01 | Supervisor, Excavating and Earthmoving Plant Operators |

| KEYWORD | CODE | TITLE |
|--------------|---------|---|
| | 7201-91 | Trainee Excavating and Earthmoving Plant Operator |
| EXCAVATOR | 7201-21 | Bucketwheel Excavator Operator |
| | 7201-29 | Excavator Operator |
| EXCEPT | 1301-11 | Treasurer (except government) |
| | 2107-99 | Pharmacologist (except Clinical) |
| | 2215-11 | Mining Engineer (except Petroleum) |
| | 3905-29 | Claims Assessor (except Health) |
| | 3905-29 | Insurance Assessor (except Health) |
| | 6201-17 | Sales Representative (Electronic Equipment except EDP) |
| | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 8999-11 | Animal Groom (except Horse) |
| EXCHANGE | 6101-11 | Stock Exchange Dealer |
| | 6101-11 | Trading Floor Operator (Stock Exchange) |
| | 6101-99 | Foreign Exchange Dealer |
| EXECUTIVE | 1201-11 | Chief Executive |
| | 1305-13 | Executive Producer |
| | 2703-11 | Advertising Account Executive |
| | 2999-99 | Executive Assistant |
| | 4705-01 | Executive Chef |
| | 8915-11 | Executive Housekeeper |
| EXHIBITION | 2805-13 | Exhibition Designer |
| EXPERT | 4929-03 | Shearing Shed Expert |
| EXPLOSIVE | 4999-29 | Explosive Ordnance Demolition Technician |
| EXPLOSIVES | 4999-29 | Military Explosives Technician |
| | 7411-01 | Supervisor, Explosives Production Machine Operators |
| | 7411-13 | Explosives Mixer Operator |
| | 7411-13 | Explosives Production Machine Operator |
| EXPORT | 1303-11 | Export Manager |
| EXPORTS | 3905-15 | Fish Exports Inspector |
| EXTENSION | 2107-27 | Agricultural Extension Officer |
| EXTERIOR | 8401-13 | Exterior Cladding Installer |
| EXTERMINATOR | 8999-13 | Pest Exterminator |
| EXTRA | 8403-11 | Concrete Extra Hand |
| EXTRACTIVE | 2217-11 | Extractive Metallurgist |
| EXTRUDER | 7407-25 | Sheathing Extruder |
| | 7431-11 | Food Processing Extruder Operator |
| EXTRUDING | 7407-11 | Plastics Extruding Machine Setter |
| | 7407-13 | Plastics Extruding Machine Operator |
| EXTRUSION | 7401-17 | Metal Extrusion Press Operator |

F

| KEYWORD | CODE | TITLE |
|-------------------|---------|---|
| FABRIC | 3103-23 | Fabric Design Technical Officer |
| | 7425-01 | Supervisor, Fabric Production Machine Operators |
| | 7425-17 | Fabric Dyer |
| | 7425-99 | Fabric Bonding Machine Operator |
| FABRICATOR | 4205-11 | Metal Fabricator |
| | 4205-13 | Structural Metal Fabricator |
| | 4205-91 | Apprentice Metal Fabricator |
| | 8199-25 | Plastic Sheet Fabricator |
| FABRICATOR-WELDER | 4205-11 | Metal Fabricator-Welder |
| FABRICS | 6301-13 | Sales Assistant (Fabrics, Clothing and Footwear) |
| FACETER | 4923-13 | Faceter |
| FACILITY | 4803-01 | Sporting Facility Curator |
| FACTORY | 7431-27 | Food Factory Cook |
| | 8199-01 | Supervisor, Other Trades Assistants and Factory Hands |
| | 8199-11 | Metal Processing and Finishing Factory Hand |
| | 8199-15 | Hardboard Factory Hand |
| | 8199-15 | Joinery Factory Hand |
| | 8199-15 | Particleboard Factory Hand |
| | 8199-15 | Plywood Factory Hand |
| | 8199-15 | Wood and Wood Products Factory Hand |
| | 8199-17 | Pulp, Papermaking and Paper Products Factory Hand |
| | 8199-21 | Clay Processing Factory Hand |
| | 8199-23 | Munitions Factory Hand |
| | 8199-23 | Paint Factory Hand |
| | 8199-25 | Rubber and Plastics Factory Hand |
| | 8199-41 | Baking Factory Hand |
| | 8199-41 | Biscuit Factory Hand |
| | 8199-43 | Cheese Factory Worker |
| | 8199-43 | Dairy Factory Hand |
| | 8199-47 | Fruit and Vegetable Factory Hand |
| | 8301-11 | Factory Cleaner |
| FACULTY | 1317-99 | Faculty Head |
| FALLER | 8203-11 | Hardwood Faller |
| | 8203-11 | Softwood Faller |
| | 8203-11 | Tree Faller |
| FAMILY | 2603-13 | Family Counsellor |
| | 2603-13 | Family Therapist |
| | 2603-15 | Family Court Counsellor |
| | 6607-13 | Family Aide |
| | 6607-13 | Family Support Worker |
| FARM | 1401-11 | Grain, Oilseed and Pasture Farm Manager |
| | 1401-13 | Sugar Cane Farm Manager |
| | 1401-15 | Tobacco Farm Manager |
| | 1401-17 | Beef Cattle Farm Manager |
| | 1401-19 | Dairy Farm Manager |
| | 1401-21 | Sheep Farm Manager |
| | 1401-23 | Pig Farm Manager |
| | 1401-25 | Poultry Farm Manager |
| | 1401-29 | Mixed Farm Manager |
| | 1401-31 | Fruit and Nut Farm Manager |
| | 1401-33 | Vegetable Farm Manager |
| | 1401-91 | Farm Apprentice |
| | 1401-91 | Trainee Farm Manager |
| | 2107-27 | Farm Consultant |
| | 7209-11 | Farm Machinery Operator |
| | 7209-11 | Farm Tractor Driver |
| | 7309-11 | Tank Farm Operator |
| | 8201-01 | Farm Overseer |
| | 8201-01 | Supervisor, Farm Hands and Assistants |
| | 8201-11 | Livestock and Field Crop Farm Hand |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| | 8201-13 | Fruit, Vegetable and Nut Farm Hand |
| | 8201-99 | Fish Farm Worker |
| | 8201-99 | Poultry Farm Hand |
| FARMER | 1401-11 | Seed Farmer |
| | 1401-11 | Wheat Farmer |
| | 1401-17 | Beef Cattle Farmer |
| | 1401-17 | Beef Cattle Stud Farmer |
| | 1401-17 | Buffalo Farmer |
| | 1401-19 | Dairy Cattle Stud Farmer |
| | 1401-19 | Dairy Farmer |
| | 1401-21 | Sheep Farmer |
| | 1401-21 | Sheep Stud Farmer |
| | 1401-23 | Pig Farmer |
| | 1401-25 | Poultry Farmer |
| | 1401-27 | Horse Stud Farmer |
| | 1401-29 | Mixed Farmer |
| | 1401-91 | Trainee Farmer |
| | 1401-99 | Fish Farmer |
| | 1401-99 | Goat Farmer |
| | 1401-99 | Oyster Farmer |
| FARRIER | 4201-13 | Farrier |
| | 4201-91 | Apprentice Farrier |
| FASHION | 2805-11 | Fashion Designer |
| FEEDER | 7413-21 | Plywood Centre Feeder |
| FELLER | 7205-11 | Tree Feller Operator |
| FELLMONGERING | 7423-11 | Fellmongering Machine Operator |
| FELLMONGERY | 8199-27 | Fellmongery Hand |
| FELLOW | 2501-13 | University or CAE Teaching Fellow |
| FELTMAKER | 7425-99 | Feltmaker |
| FENCE | 8499-15 | Fence Erector |
| FENCER | 8499-15 | Fencer |
| FERMENTATION | 7305-11 | Fermentation Operator (Chemicals) |
| FERRY | 3305-11 | Ferry Master |
| | 7299-99 | Cable Ferry Operator |
| | 8925-11 | Ferry Hand |
| FETTLER | 8413-11 | Railway Fettler |
| FIBRE | 7419-01 | Supervisor, Fibre Cement Machine Operators |
| FIBRE-CEMENT | 7419-21 | Fibre-Cement Machine Operator |
| | 7419-21 | Fibre-Cement Moulder |
| FIBROUS | 4407-13 | Fibrous Plaster Fixer |
| | 4407-13 | Fibrous Plaster Setter |
| | 4407-13 | Fibrous Plasterer |
| | 7419-19 | Fibrous Plaster Maker |
| FIELD | 3103-31 | Field Crop Technician |
| | 3905-99 | Postal Services Field Manager |
| | 8201-11 | Livestock and Field Crop Farm Hand |
| | 8411-11 | Geological Survey Field Assistant |
| FIGHTER | 7211-11 | Fire Fighter |
| FIGHTERS | 7211-01 | Supervisor, Fire Fighters |
| FIGHTING | 7499-19 | Armoured Fighting Vehicle Crewman |
| | 7499-19 | Armoured Fighting Vehicle Driver |
| FILING | 5401-01 | Supervisor, Library and Filing Clerks |
| | 5401-13 | Filing Clerk |

F

| KEYWORD | CODE | TITLE |
|---------------|---------|---|
| | 5499-11 | Other Filing, Sorting and Copying Clerks |
| FILL | 7399-11 | Surface Hydraulic Fill Operator |
| FILLER | 7433-11 | Liquids Filler |
| | 7433-99 | Can Filler and Closer |
| | 7433-99 | Sack and Bag Filler |
| | 7499-99 | Pressurised Container Filler |
| FILLETER | 8199-39 | Fish Filleter |
| FILM | 2811-11 | Art Director (Television, Film or Stage) |
| | 2811-15 | Director (Film or Stage) |
| | 2811-19 | Film Editor |
| | 7435-01 | Supervisor, Photographic Film Manufacturing Operators |
| | 7435-13 | Film Cutter |
| | 7435-13 | Film Spooler |
| | 7435-13 | Photographic Film Manufacturing Operator |
| | 8109-13 | Film Examiner |
| FINANCE | 1301-11 | Finance Director |
| | 1301-11 | Finance Manager |
| | 6101-99 | Corporate Finance Officer |
| FINANCIAL | 1507-11 | Financial Institution Branch Manager |
| | 5301-17 | Branch Accountant (Financial Institution) |
| FINE | 3999-21 | Fine Furnisher |
| FINISH | 3999-17 | Finish Artist |
| FINISHER | 4507-11 | Binder and Finisher |
| | 4507-91 | Apprentice Binder and Finisher |
| | 4905-19 | Furniture Finisher |
| | 4905-91 | Apprentice Furniture Finisher |
| | 4919-11 | Floor Finisher |
| | 7429-11 | Shoemaking Finisher |
| | 7435-11 | Print Finisher |
| | 8109-13 | Tyre Finisher and Examiner |
| | 8403-11 | Concrete Finisher |
| FINISHERS | 4507-01 | Supervisor, Binders and Finishers |
| | 4905-01 | Supervisor, Furniture Finishers |
| FINISHING | 3103-23 | Dyeing and Finishing Technical Officer |
| | 4209-01 | Supervisor, Metal Finishing Tradespersons |
| | 4209-91 | Apprentice Metal Finishing Tradesperson |
| | 7423-11 | Leather Finishing Machine Operator |
| | 7425-17 | Textile Dyeing and Finishing Machine Operator |
| | 7427-11 | Garment Finishing Operator |
| | 8199-11 | Metal Processing and Finishing Factory Hand |
| | 8199-11 | Metal Processing and Finishing Labourer |
| FIRE | 1201-11 | Fire Commissioner |
| | 1319-13 | Commissioned Fire Officer |
| | 7211-01 | Supervisor, Fire Fighters |
| | 7211-11 | Fire Engineer (Army) |
| | 7211-11 | Fire Fighter |
| | 7211-11 | Fire Prevention Officer |
| | 7499-19 | Fire Controller (Navy) |
| | 8203-13 | Fire Look-out |
| FIREMAN/WOMAN | 7107-91 | Railway Fireman/woman |
| FIRER'S | 8101-99 | Shot Firer's Assistant |
| FIRM | 1599-99 | Stockbroking Firm Manager |
| FIRST | 4103-13 | Metal Machinist (First Class) |
| | 4203-11 | Sheetmetal Worker (First Class) |
| | 4205-17 | Welder (First Class) |
| | 4209-13 | Electroplater (First Class) |

| KEYWORD | CODE | TITLE |
|------------------|---------|---|
| | 8999-99 | First Aid Officer |
| FISH | 1401-99 | Fish Farmer |
| | 3905-15 | Fish Exports Inspector |
| | 7431-19 | Fish Plant and Machinery Operator |
| | 7431-19 | Fish Smokehouse Operator |
| | 7431-19 | Meat and Fish Processing Machine Operator |
| | 7431-27 | Fish Cooker |
| | 8199-39 | Fish Filleter |
| | 8199-39 | Fish Process Worker |
| | 8201-99 | Fish Farm Worker |
| FISHER | 8925-13 | Fisher |
| FISHERIES | 3103-25 | Fisheries Technical Officer |
| | 3905-99 | Fisheries and Wildlife Inspector |
| FISHERMAN/WOMAN | 3305-15 | Master Fisherman/woman |
| | 8925-13 | Fisherman/woman |
| FISHING | 3305-11 | Fishing Vessel Master |
| | 7317-11 | Fishing Tool Operator |
| FITNESS | 2505-99 | Fitness Instructor |
| | 2505-99 | Physical Fitness Instructor |
| FITTER | 4103-11 | Bench Fitter |
| | 4103-11 | Fitter |
| | 4103-11 | Fitter and Turner |
| | 4103-11 | Maintenance Fitter |
| | 4103-11 | Service Fitter |
| | 4103-91 | Apprentice Fitter, Turner and Machinist |
| | 4103-91 | Apprentice Metal Fitter and Machinist |
| | 4211-11 | Aircraft Engine Fitter |
| | 4211-13 | Airframe Fitter |
| | 4213-11 | Instrument Fitter |
| | 4303-11 | Electrical Equipment Fitter |
| | 4303-11 | Electrical Instrument Fitter |
| | 4303-91 | Apprentice Electrical Fitter |
| | 4305-11 | Automotive Electrical Fitter |
| | 4307-13 | Refrigeration Fitter |
| | 4401-11 | Shop Fitter |
| | 4409-11 | Pipe Fitter (Plumbing) |
| | 4409-11 | Sprinkler Fitter |
| | 4409-13 | Gas-main and Line Fitter |
| | 4409-91 | Apprentice Sprinkler Fitter |
| | 4999-13 | Ophthalmic Lens Surfacers and Fitter |
| | 4999-29 | Armament Fitter |
| | 8401-13 | Curtain Fitter |
| | 8923-11 | Muffler Fitter |
| | 8923-11 | Vehicle Accessories Fitter |
| | 8923-11 | Windscreen Fitter |
| | 8923-11 | Tyre and Tube Fitter |
| FITTER-MACHINIST | 4103-11 | Fitter-Machinist |
| FITTER-MECHANIC | 4103-11 | Diesel Fitter-Mechanic |
| | 4103-11 | Fitter-Mechanic |
| FITTER-WELDER | 4103-11 | Fitter-Welder |
| FITTER'S | 8101-11 | Fitter's Assistant |
| FITTERS | 4103-01 | Supervisor, Metal Fitters and Machinists |
| | 4303-01 | Supervisor, Electrical Fitters |
| | 4409-01 | Supervisor, Gas Fitters |
| | 8923-01 | Supervisor, Vehicle Accessories Fitters |
| FIXER | 4407-13 | Fibrous Plaster Fixer |
| | 4407-13 | Plasterboard Fixer |
| | 4411-11 | Roof Fixer |

F

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| | 4413-11 | Wall and Floor Tile Fixer |
| | 4999-15 | Stone Fixer |
| | 8405-15 | Steel Fixer |
| FIXING | 4401-11 | Fixing Carpenter |
| FLAT | 4921-11 | Flat Glass Tradesperson |
| | 4921-91 | Apprentice Flat Glass Tradesperson |
| FLESHER | 8199-27 | Flesher Hand |
| FLESHING | 7423-11 | Hide and Skin Fleshing Machine Operator |
| FLEXOGRAPHIC | 4503-11 | Flexographic Plate Maker |
| | 4505-15 | Flexographic or Gravure Printing Machinist |
| FLIGHT | 1319-15 | Flight Lieutenant |
| | 3201-15 | Flight Surveyor |
| | 3303-13 | Flight Service Officer |
| | 3303-15 | Flight Engineer |
| | 3303-21 | Flight Engineer Inspector |
| | 3303-93 | Trainee Flight Service Officer |
| | 6609-01 | Senior Flight Attendant |
| | 6609-11 | Flight Attendant |
| FLIGHTCREW | 3303-21 | Examiner of Flightcrew |
| FLOOR | 2811-21 | Floor Manager (Television) |
| | 4413-01 | Supervisor, Wall and Floor Tilers |
| | 4413-11 | Terrazzo Floor Layer |
| | 4413-11 | Wall and Floor Tile Fixer |
| | 4413-11 | Wall and Floor Tiler |
| | 4413-91 | Apprentice Wall and Floor Tiler |
| | 4919-01 | Supervisor, Floor Coverers |
| | 4919-11 | Floor Coverer |
| | 4919-11 | Floor Finisher |
| | 4919-91 | Apprentice Floor Coverer |
| | 6101-11 | Trading Floor Operator (Stock Exchange) |
| | 6201-27 | Sales Representative (Floor Coverings and Furniture) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| | 8101-13 | Wall and Floor Tiler's Assistant |
| FLORIST | 4999-25 | Florist |
| | 4999-91 | Apprentice Florist |
| FLOTATION | 7399-11 | Flotation Operator |
| FLOWER | 1401-99 | Commercial Flower Grower |
| FLUIDS | 7303-11 | Motorman/woman (Fluids Drilling) |
| | 7309-01 | Supervisor, Fluids Loading and Unloading Plant Operators |
| | 7309-11 | Bulk Fluids Handler |
| FLYING | 2505-21 | Flying Instructor |
| FOAM | 7407-17 | Plastics Foam Machine Operator |
| FOLDING | 7499-17 | Folding Machine Operator |
| FOOD | 1501-11 | Take Away Food Outlet Manager |
| | 2101-11 | Food Technologist |
| | 4799-01 | Supervisor, Other Food Tradespersons |
| | 4799-91 | Apprentice, Other Food Trades |
| | 6201-29 | Sales Representative (Food, Drink and Tobacco Products) |
| | 6301-15 | Sales Assistant (Food and Drink Products) |
| | 6505-15 | Food Steward/Stewardess |
| | 7431-01 | Supervisor, Food Processing Machine Operators |
| | 7431-11 | Food Processing Extruder Operator |
| | 7431-27 | Food Factory Cook |
| | 7431-27 | Food Processing Autoclave Operator |
| | 7431-27 | Food Processing Retort Operator |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| | 7431-99 | Food Processing Machine Operators nec |
| | 7431-99 | Food Size-grading Operator |
| | 7431-99 | Frozen Food Machine Operator |
| | 7431-99 | Pet Food Processing Machine Operator |
| | 7433-99 | Food Packaging Machine Operator |
| | 8921-13 | Hospital Food Serviceperson |
| FOOTWEAR | 6201-37 | Sales Representative (Textiles, Clothing and Footwear) |
| | 6301-13 | Sales Assistant (Fabrics, Clothing and Footwear) |
| FORCE | 1201-11 | Air Force ranks above and including Air Commodore |
| | 1319-15 | Commissioned Defence Force Officer (Management) |
| | 2205-13 | Air Photo Plotter (Air Force) |
| | 3201-17 | Communications Electronic Systems Technician (Air Force) |
| | 3207-15 | Photographic Interpreter (Air Force) |
| | 3299-99 | Aircraft Systems Technician (Air Force) |
| | 3299-99 | Avionics System Technician (Air Force) |
| FORCES | 1319-15 | Captain (Defence Forces) |
| | 1319-91 | Trainee Officer (Defence Forces) |
| | 1503-11 | Mess Supervisor (Defence Forces) |
| | 3999-99 | Signaller (Defence Forces) |
| FOREIGN | 6101-99 | Foreign Exchange Dealer |
| FOREMAN/WOMAN | 3207-11 | Building Foreman/woman |
| FOREST | 2107-25 | Forest Manager |
| | 2107-25 | Forest Scientist |
| | 3103-27 | Forest Assessor |
| | 3999-99 | Forest Ranger |
| | 8203-01 | Forest Overseer |
| FORESTER | 2107-25 | Forester |
| FORESTRY | 2107-25 | Forestry Adviser |
| | 2107-25 | Harvesting Manager (Forestry) |
| | 3103-25 | Forestry Technical Officer |
| | 3103-27 | Forestry Technician |
| | 8203-01 | Supervisor, Forestry Labourers |
| | 8203-13 | Forestry Worker |
| FORGER'S | 8101-11 | Metal Forger's Assistant |
| FORGING | 4201-01 | Supervisor, Forging Tradespersons |
| | 4201-11 | Forging Smith |
| | 4201-91 | Apprentice Forging Tradesperson |
| | 7405-11 | Forging Machine Operator |
| FORKLIFT | 7203-11 | Forklift Driver |
| FORMAL | 6505-11 | Formal Service Waiter/Waitress |
| FORME | 7415-15 | Carton Cutting and Crease Forme Setter |
| FORMS | 3999-27 | Forms Analyst |
| | 3999-27 | Forms Analyst and Designer |
| | 3999-27 | Forms Designer |
| FORMWORK | 4401-11 | Formwork Carpenter |
| | 8403-11 | Concrete Formwork Stripper |
| FORWARDER | 7205-11 | Forwarder Operator |
| FOURDRINIER | 7415-11 | Fourdrinier Machine Operator |
| FRAME | 4905-13 | Picture Frame Maker |
| FRAMER | 4905-13 | Picture Framer |
| | 4905-91 | Apprentice Picture Framer |
| FRAMERS | 4905-01 | Supervisor, Picture Framers |
| FREELANCE | 2807-99 | Freelance Journalist |

F

| KEYWORD | CODE | TITLE |
|-----------|---------|--|
| FREIGHT | 5503-11 | Freight Clerk |
| | 5503-11 | Freight Traffic Controller |
| | 8909-01 | Supervisor, Freight and Furniture Handlers |
| | 8909-11 | Freight Handler (Road and Rail) |
| FRENCH | 4905-19 | French Polisher |
| FRIDAY | 5101-11 | Girl/Man Friday |
| FRONT-END | 7201-19 | Front-end Loader Operator |
| FROZEN | 7431-99 | Frozen Food Machine Operator |
| FRUIT | 1401-31 | Fruit and Nut Farm Manager |
| | 1401-31 | Fruit and Nut Grower |
| | 7431-15 | Fruit and Vegetable Juicer Operator |
| | 7431-27 | Fruit Conserve and Sauce Maker |
| | 7431-99 | Fruit and Vegetable Dehydrator |
| | 7431-99 | Fruit and Vegetable Peeling Machine Operator |
| | 8105-13 | Fruit and Vegetable Packer |
| | 8109-11 | Fruit and Vegetable Classer |
| | 8199-47 | Fruit and Vegetable Factory Hand |
| | 8201-13 | Fruit, Vegetable and Nut Farm Hand |
| | 8201-13 | Fruit, Vegetable and Nut Picker |
| FUMIGATOR | 8999-13 | Fumigator |
| FUND | 5303-11 | Superannuation Fund Clerk |
| | 6501-15 | Fund Raiser |
| FUNERAL | 6699-11 | Funeral Director |
| | 8999-21 | Funeral Attendant |
| FUR | 3999-37 | Fur Grader |
| | 4911-17 | Fur Cutter |
| | 4911-17 | Fur Matcher |
| FURNACE | 7315-01 | Supervisor, Blast Furnace Operators |
| | 7315-01 | Supervisor, Furnace and Kiln Operators |
| | 7315-11 | Basic Oxygen Steelmaking Furnace Operator |
| | 7315-11 | Blast Furnace Operator |
| | 7315-11 | Metals Furnace Operator |
| | 7315-11 | Open Hearth Furnace Operator |
| | 7315-11 | Smelting Furnace Operator |
| | 7315-13 | Heat Treatment Furnace Operator |
| | 7315-13 | Soaking Pit Furnace Operator |
| | 7417-01 | Supervisor, Glass Furnace Operators |
| | 7417-11 | Glass Furnace Operator |
| | 8199-11 | Blast Furnace Helper |
| FURNISHER | 3999-21 | Fine Furnisher |
| FURNITURE | 2805-15 | Furniture Designer |
| | 4903-11 | Antique Furniture Reproducer |
| | 4903-11 | Antique Furniture Restorer |
| | 4903-11 | Custom Furniture Maker |
| | 4905-01 | Supervisor, Cane Furniture Makers |
| | 4905-01 | Supervisor, Furniture Finishers |
| | 4905-17 | Cane Furniture Maker |
| | 4905-19 | Furniture Finisher |
| | 4905-19 | Furniture Polisher |
| | 4905-91 | Apprentice Cane Furniture Maker |
| | 4905-91 | Apprentice Furniture Finisher |
| | 4913-11 | Furniture Upholsterer |
| | 6201-27 | Sales Representative (Floor Coverings and Furniture) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| | 7105-15 | Furniture Removalist-Driver |
| | 8103-17 | Furniture Assembler |
| | 8199-15 | Furniture Manufacturing Labourer |
| | 8909-01 | Supervisor, Freight and Furniture Handlers |

| KEYWORD | CODE | TITLE |
|----------|---------|----------------------------------|
| | 8909-13 | Furniture Packer |
| | 8909-17 | Furniture Removalist's Assistant |
| FURRIER | 4911-17 | Furrier |
| FURRIERS | 4911-01 | Supervisor, Furriers |
| FUSE | 7411-13 | Fuse Maker |
| FUTURES | 6101-99 | Futures Dealer |

G

| KEYWORD | CODE | TITLE |
|--------------------|---------|---|
| GALLERY | 3999-13 | Museum and Art Gallery Technician |
| GALVANISER | 8199-11 | Continuous Plant Galvaniser |
| GANG | 7413-13 | Cant Gang Sawyer |
| GANGER | 8409-01 | Road Ganger |
| | 8413-01 | Tramway Ganger |
| GARAGE | 8101-99 | Garage Assistant |
| GARBAGE | 8905-01 | Supervisor, Garbage Collectors |
| | 8905-11 | Garbage Collector |
| GARBOLOGIST | 8905-11 | Garbologist |
| GARDEN | 8205-13 | Garden Labourer |
| GARDENER | 1401-33 | Market Gardener |
| | 4805-01 | Head Gardener |
| | 4805-11 | Gardener (General) |
| | 4805-13 | Landscape Gardener |
| | 4805-91 | Apprentice Gardener |
| | 4805-91 | Apprentice Landscape Gardener |
| GARDENER'S | 8205-13 | Gardener's Assistant |
| GARDENERS | 4805-01 | Supervisor, Landscape Gardeners |
| GARDENING | 6301-11 | Sales Assistant (Hardware and Gardening Supplies) |
| GARMENT | 4911-01 | Supervisor, Garment Tradespersons |
| | 4911-91 | Apprentice Garment Tradesperson |
| | 7425-17 | Garment Dyer |
| | 7427-11 | Garment Finishing Operator |
| GAS | 2215-13 | Oil and Gas Drilling Engineer |
| | 3905-13 | Gas Examiner |
| | 4205-19 | Gas Welder-Cutter |
| | 4409-01 | Supervisor, Gas Fitters |
| | 7305-11 | Industrial Gas Production Operator |
| | 7307-01 | Supervisor, Oil and Gas Well Treatment Operators |
| | 7307-01 | Supervisor, Oil, Gas and Pipe Testing Operators |
| | 7307-01 | Supervisor, Petroleum and Gas Plant Operators |
| | 7307-11 | Gas Compressor Turbine Operator |
| | 7307-11 | Petroleum and Gas Refining and Pumping Operator |
| | 7307-13 | Oil and Gas Well Treatment Operator |
| | 7307-15 | Oil and Gas Production Testing Operator |
| | 7307-15 | Oil, Gas and Pipe Tester |
| | 8199-23 | Gas Plant Labourer |
| GAS-MAIN | 4409-13 | Gas-main and Line Fitter |
| GAS-SHIELDED | 4205-19 | Gas-shielded Arc Welding Operator |
| GASFITTER | 4409-13 | Gasfitter |
| | 4409-13 | Liquid Petroleum Gasfitter |
| | 4409-91 | Apprentice Gasfitter |
| GASTROENTEROLOGIST | 2303-99 | Gastroenterologist |
| GATEKEEPER | 8901-15 | Gatekeeper |
| GATHERER | 8299-99 | Kelp and Seagrass Gatherer |
| GEAR | 4103-19 | Gear Cutter |
| GELATO | 7431-25 | Gelato Maker |
| GEM | 4923-11 | Gem Setter |
| | 4923-13 | Gem Cutter and Polisher |
| GENERAL | 1201-11 | General Manager |
| | 1501-11 | General Storekeeper |
| | 2301-11 | General Medical Practitioner |

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| | 2503-13 | TAFE Teacher (General Education) |
| | 3401-11 | Registered General Nurse |
| | 4409-11 | Plumber (General) |
| | 4805-11 | Gardener (General) |
| | 6505-15 | Waiter/Waitress (General) |
| | 8199-29 | General Hand (Printing) |
| | 8199-29 | Newspaper Press General Hand |
| GENERATION | 7301-01 | Supervisor, Power Generation Plant Operators |
| | 7301-11 | Power Generation Plant Operator |
| | 7301-11 | Power Generation Turbine Room Operator |
| GENETICIST | 2107-99 | Geneticist |
| GEOCHEMICAL | 3103-17 | Geochemical Technician |
| GEOCHEMIST | 2103-11 | Geochemist |
| GEODETIC | 2205-13 | Geodetic Surveyor |
| GEOGRAPHER | 2907-13 | Economic Geographer |
| | 2907-13 | Geographer |
| | 2907-13 | Physical Geographer |
| GEOLOGICAL | 8411-11 | Geological Survey Field Assistant |
| GEOLOGIST | 2103-11 | Chief Geologist |
| | 2103-11 | Geologist |
| GEOLOGY | 3103-15 | Geology Technical Officer |
| | 3103-17 | Geology Technician |
| GEOPHYSICAL | 3103-15 | Geophysical Technical Officer |
| GEOPHYSICIST | 2103-13 | Geophysicist |
| GEOPHYSICS | 3103-17 | Geophysics Technician |
| GERIATRIC | 3401-99 | Geriatric Care Nurse |
| GERIATRICIAN | 2303-99 | Geriatrician |
| GIFTED | 2407-13 | Teacher of Disabled or Gifted Students |
| GILL | 7421-11 | Gill Box Operator |
| GINNER | 7421-13 | Cotton Ginner |
| GINNING | 7421-01 | Supervisor, Cotton Ginning Machine Operators |
| | 7421-13 | Cotton Ginning Bookman/woman |
| GIRL/MAN | 5101-11 | Girl/Man Friday |
| GLASS | 4921-01 | Supervisor, Glass Tradespersons |
| | 4921-11 | Flat Glass Tradesperson |
| | 4921-11 | Glass Beveller |
| | 4921-11 | Glass Cutter |
| | 4921-11 | Glass Embosser |
| | 4921-11 | Glass Etcher |
| | 4921-11 | Glass Silverer |
| | 4921-13 | Glass Bender |
| | 4921-13 | Glass Blower |
| | 4921-13 | Glass Blowing Lathe Operator |
| | 4921-91 | Apprentice Flat Glass Tradesperson |
| | 4921-93 | Trainee Glass Blower |
| | 7417-01 | Supervisor, Glass Furnace Operators |
| | 7417-01 | Supervisor, Glass Production Machine Operators |
| | 7417-11 | Glass Furnace Operator |
| | 7417-11 | Glass Laminating Operator |
| | 7417-11 | Glass Maker |
| | 7417-11 | Glass Melt Operator |
| | 7417-11 | Glass Production Machine Operator |
| | 7417-11 | Glass Toughening Operator |
| | 8199-31 | Glass Mould Cleaner |

G

| KEYWORD | CODE | TITLE |
|------------------|---------|--|
| GLASSWARE | 8109-15 | Glassware Verifier |
| | 8199-31 | Glassware Process Assistant |
| GLAZIER | 4921-11 | Glazier |
| GLIDING | 2505-21 | Gliding Instructor |
| GLOVE | 7427-13 | Glove Sewer |
| GOAT | 1401-99 | Goat Farmer |
| GOLDSMITH | 4923-15 | Goldsmith |
| GOLF | 4803-01 | Golf Course Superintendent |
| GOODS | 4917-11 | Leather Goods Maker |
| | 4917-13 | Canvas Goods Maker |
| | 4917-91 | Apprentice Canvas Goods Maker |
| | 4917-91 | Apprentice Leather Goods Maker |
| | 6201-19 | Sales Representative (Toys and Sporting Goods) |
| | 6201-31 | Sales Representative (Household Goods and Domestic Hardware) |
| | 6201-99 | Sales Representative (Musical Goods) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| GOVERNESS | 6601-99 | Governess |
| GOVERNMENT | 1101-11 | Government Minister |
| | 1201-11 | Head of Government Department |
| | 1301-11 | Treasurer (except government) |
| GOVERNOR | 1101-99 | Governor |
| GOVERNOR-GENERAL | 1101-99 | Governor-General |
| GRADER | 3999-37 | Fur Grader |
| | 3999-37 | Leather Grader |
| | 7201-27 | Grader Operator |
| | 7413-99 | Machine Stress Grader Operator |
| | 8109-11 | Meat Grader |
| | 8109-11 | Milk and Cream Grader |
| | 8109-11 | Product Grader |
| | 8109-11 | Timber Grader |
| GRAIN | 1401-11 | Grain, Oilseed and Pasture Farm Manager |
| | 1401-11 | Grain, Oilseed and Pasture Grower |
| | 3913-13 | Grain Buyer |
| | 7309-11 | Grain Handler |
| | 7431-11 | Grain and Cereal Processing Machine Operator |
| | 8999-99 | Grain Binsman/woman |
| GRANULATOR | 7411-11 | Granulator Machine Operator |
| GRAPHIC | 2805-13 | Graphic Designer |
| | 4503-01 | Supervisor, Graphic Reproduction Tradespersons |
| | 4503-91 | Apprentice Graphic Reproduction Tradesperson |
| GRAVE | 8407-11 | Grave Digger |
| GRAVITY | 3103-17 | Gravity Prospecting Observer |
| GRAVURE | 4503-11 | Gravure Plate Preparer |
| | 4505-15 | Flexographic or Gravure Printing Machinist |
| GRAZIER | 1401-17 | Cattle Grazier |
| GREASE | 7307-11 | Grease Manufacturing Plant Operator |
| GREASER | 7201-91 | Shovel Greaser |
| | 7303-13 | Marine Greaser |
| GREENGROCERY | 1501-11 | Greengrocery Manager |
| GREENKEEPER | 4803-01 | Head Greenkeeper |

| KEYWORD | CODE | TITLE |
|------------------|---------|--|
| | 4803-11 | Greenkeeper |
| | 4803-91 | Apprentice Greenkeeper |
| GRINDER | 4503-13 | Depositor and Grinder |
| | 7405-11 | Metal Dresser and Grinder |
| | 7409-99 | Rubber Roller Grinder Operator |
| GRIP | 8999-99 | Grip |
| GROCERY | 8105-99 | Grocery Packer |
| GROOM | 8201-11 | Horse Groom |
| | 8999-11 | Animal Groom (except Horse) |
| GROUND | 2505-23 | Ground School Instructor |
| | 4211-11 | Aircraft Ground Engineer (Engines) |
| | 4211-13 | Aircraft Ground Engineer (Airframes) |
| | 4211-15 | Aircraft Ground Engineer (Electrical) |
| | 4211-17 | Aircraft Ground Engineer (Radio) |
| | 4211-19 | Aircraft Ground Engineer (Instruments) |
| | 4211-91 | Apprentice Aircraft Ground Engineer |
| GROUNDSMAN/WOMAN | 4803-01 | Head Groundsman/woman |
| | 4803-11 | Groundsman/woman |
| GROUP | 1319-15 | Group Captain |
| | 6601-19 | Child Care Group Worker |
| GROWER | 1401-11 | Grain, Oilseed and Pasture Grower |
| | 1401-13 | Sugar Cane Grower |
| | 1401-15 | Tobacco Grower |
| | 1401-21 | Wool Grower |
| | 1401-31 | Fruit and Nut Grower |
| | 1401-33 | Vegetable Grower |
| | 1401-99 | Commercial Flower Grower |
| | 1401-99 | Cotton Grower |
| GROWER'S | 8201-99 | Oyster Grower's Assistant |
| GUARD | 7499-19 | Airfield Defence Guard |
| | 8911-11 | Railway Security Guard |
| | 8911-13 | Security Guard |
| | 8911-15 | Railway Guard |
| GUARDS | 8911-01 | Supervisor, Guards and Security Officers |
| GUIDANCE | 2903-13 | Educational Guidance Officer |
| GUIDE | 6699-13 | Tourist Guide |
| GUILLOTINE | 4203-17 | Guillotine Operator (Metal) |
| | 4507-11 | Paper Guillotine Operator (Bookbinding) |
| | 7413-19 | Veneer Guillotine Operator |
| GUN | 7407-23 | Gun Hand (Plastics) |
| | 7499-19 | Gun Number |
| GUNNER | 7499-19 | Quartermaster Gunner |
| GUNSMITH | 4213-19 | Gunsmith |
| GYNAECOLOGIST | 2303-15 | Obstetrician and Gynaecologist |

H

| KEYWORD | CODE | TITLE |
|---------------|---------|---|
| HAEMATOLOGIST | 2303-37 | Haematologist |
| HAEMATOLOGY | 3101-13 | Haematology Technician |
| HAIR | 6699-15 | Hair Remover |
| HAIRDRESSER | 4927-11 | Hairdresser |
| | 4927-91 | Apprentice Hairdresser |
| HAIRDRESSERS | 4927-01 | Supervisor, Hairdressers |
| HAIRDRESSING | 1599-11 | Hairdressing Establishment Managing Supervisor |
| HAMMERSMITH | 4201-11 | Hammersmith |
| HAND | 4911-13 | Apparel Sample Hand |
| | 7407-21 | Powder Hand (Plastics) |
| | 7407-23 | Gun Hand (Plastics) |
| | 7429-11 | Shoemaking Table Hand |
| | 7499-23 | Printing Table Hand |
| | 8199-11 | Metal Processing and Finishing Factory Hand |
| | 8199-15 | Hardboard Factory Hand |
| | 8199-15 | Joinery Factory Hand |
| | 8199-15 | Particleboard Factory Hand |
| | 8199-15 | Plywood Factory Hand |
| | 8199-15 | Wood and Wood Products Factory Hand |
| | 8199-17 | Pulp, Papermaking and Paper Products Factory Hand |
| | 8199-21 | Clay Processing Factory Hand |
| | 8199-23 | Munitions Factory Hand |
| | 8199-23 | Paint Factory Hand |
| | 8199-25 | Hand Laminator |
| | 8199-25 | Lay-up Hand |
| | 8199-25 | Mould Hand (Plastics) |
| | 8199-25 | Rubber and Plastics Factory Hand |
| | 8199-27 | Fellmongery Hand |
| | 8199-27 | Flesher Hand |
| | 8199-27 | Tannery Hand |
| | 8199-29 | General Hand (Printing) |
| | 8199-29 | Newspaper Press General Hand |
| | 8199-41 | Baking Factory Hand |
| | 8199-41 | Biscuit Factory Hand |
| | 8199-41 | Bread Room Hand |
| | 8199-43 | Dairy Factory Hand |
| | 8199-47 | Fruit and Vegetable Factory Hand |
| | 8201-11 | Livestock and Field Crop Farm Hand |
| | 8201-11 | Stable Hand |
| | 8201-11 | Station Hand |
| | 8201-11 | Stud Hand |
| | 8201-13 | Fruit, Vegetable and Nut Farm Hand |
| | 8201-15 | Shearing Shed Hand |
| | 8201-99 | Poultry Farm Hand |
| | 8205-11 | Nursery Hand (Horticulture) |
| | 8403-11 | Concrete Extra Hand |
| | 8411-11 | Survey Hand |
| | 8415-11 | Cable Hand |
| | 8415-11 | Mine Ventilation Hand |
| | 8907-11 | Chiller Hand |
| | 8907-11 | Stores Despatch Hand |
| | 8925-11 | Barge Hand |
| | 8925-11 | Ferry Hand |
| | 8925-11 | Tug Hand |
| | 8999-99 | Studio Hand |
| HANDICAPPER | 3915-17 | Handicapper (Racing) |
| HANDICRAFTS | 2505-99 | Handicrafts Teacher (Private) |
| HANDLER | 7299-99 | Military Aircraft Handler |
| | 7309-11 | Bulk Fluids Handler |
| | 7309-11 | Grain Handler |

| KEYWORD | CODE | TITLE |
|---------------------|---------|--|
| | 8199-21 | Brick Handler |
| | 8909-11 | Freight Handler (Road and Rail) |
| HANDLERS | 8909-01 | Supervisor, Freight and Furniture Handlers |
| HANDLING | 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| | 7309-11 | Bulk Materials Handling Plant Operator |
| HANDS | 8199-01 | Supervisor, Other Trades Assistants and Factory Hands |
| | 8201-01 | Supervisor, Farm Hands and Assistants |
| HANDYMAN/WOMAN | 8999-19 | Handyman/woman |
| HANSARD | 5101-15 | Court and Hansard Reporter |
| HARDBOARD | 7399-17 | Hardboard Plant Operator |
| | 7399-17 | Hardboard Press Operator |
| | 8199-15 | Hardboard Factory Hand |
| HARDENER | 7315-13 | Case Hardener |
| | 7315-13 | Hardener |
| HARDWARE | 1501-11 | Hardware Store Manager |
| | 6201-25 | Sales Representative (Builders' Hardware) |
| | 6201-31 | Sales Representative (Household Goods and Domestic Hardware) |
| | 6301-11 | Sales Assistant (Hardware and Gardening Supplies) |
| HARDWOOD | 8203-11 | Hardwood Faller |
| HARVESTER | 7209-11 | Harvester Operator |
| HARVESTING | 2107-25 | Harvesting Manager (Forestry) |
| HAT | 4911-21 | Hat Maker |
| HATCHERY | 1401-25 | Hatchery Manager |
| | 8201-99 | Hatchery Assistant |
| HAUL | 7105-13 | Haul Truck Driver |
| HAULER | 7105-13 | Log Hauler |
| HEAD | 1101-99 | Head of Diplomatic Mission |
| | 1201-11 | Head of Government Department |
| | 1313-11 | Section Head (Public Service) |
| | 1317-99 | Faculty Head |
| | 2503-01 | Head of Department (TAFE) |
| | 2503-01 | Head of School (TAFE) |
| | 2503-01 | Head Teacher (TAFE) |
| | 4803-01 | Head Greenkeeper |
| | 4803-01 | Head Groundsman/woman |
| | 4805-01 | Head Gardener |
| | 6505-01 | Head Waiter/Waitress |
| | 7413-11 | Head Sawyer |
| | 8903-01 | Head Porter |
| HEADMASTER/MISTRESS | 1317-11 | Headmaster/mistress |
| HEALTH | 1309-11 | Occupational Health and Safety Manager |
| | 2799-11 | Health Data Administrator |
| | 3401-13 | Maternal and Child Health Nurse |
| | 3401-13 | Occupational Health Nurse |
| | 3401-13 | Registered Community Health Nurse |
| | 3905-21 | Health Inspector |
| | 3905-21 | Health Surveyor |
| | 3905-29 | Claims Assessor (except Health) |
| | 3905-29 | Insurance Assessor (except Health) |
| | 5303-11 | Health Insurance Assessor |
| HEARING | 2407-13 | Teacher of the Hearing Impaired |
| HEARTH | 7315-11 | Open Hearth Furnace Operator |

H

| KEYWORD | CODE | TITLE |
|------------------|---------|--|
| HEAT | 3299-11 | Heat Metal Technician |
| | 7315-13 | Heat Treatment Furnace Operator |
| HEATING | 3205-11 | Heating and Ventilating Technical Officer |
| HEAVY | 4103-11 | Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-91 | Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4303-11 | Heavy Coil Winder |
| | 7105-13 | Heavy Truck Driver |
| HEEL | 7429-11 | Heel Builder |
| HELICOPTER | 3301-11 | Helicopter Pilot |
| | 3303-25 | Helicopter Observer (Rescue) |
| HELPER | 6607-11 | Home Helper |
| | 8199-11 | Blast Furnace Helper |
| HELPERS | 8921-01 | Supervisor, Ward Helpers |
| HEMSTITCHING | 7427-13 | Hemstitching Machine Operator |
| HERBALIST | 2399-99 | Herbalist |
| HIDE | 3913-13 | Hide and Skin Buyer |
| | 3999-37 | Hide and Skin Classer |
| | 7423-01 | Supervisor, Hide and Skin Processing Machine Operators |
| | 7423-11 | Hide and Skin Fleshing Machine Operator |
| | 7423-11 | Hide and Skin Processing Machine Operator |
| | 8199-27 | Hide and Skin Processing Labourer |
| HIGH | 1101-99 | High Commissioner |
| | 1103-13 | Justice of the High Court |
| | 2999-99 | Clerk of High Court |
| HIRE | 7103-11 | Hire Car Driver |
| HISTOLOGIST | 2107-11 | Histologist |
| HISTOPATHOLOGIST | 2303-37 | Histopathologist |
| HISTOPATHOLOGY | 3101-13 | Histopathology Technician |
| HISTORIAN | 2907-15 | Economic Historian |
| | 2907-15 | Historian |
| HOE | 7209-13 | Rotary Hoe Operator |
| HOGGER | 7413-99 | Hogger Operator |
| HOIST | 7313-01 | Supervisor, Hoist, Winch and Lift Operators |
| | 7313-11 | Hoist, Winch and Lift Operator |
| HOLE | 7317-11 | Long Hole Drill Operator |
| HOME | 6607-11 | Home Companion |
| | 6607-11 | Home Helper |
| | 8401-13 | Home Improvements Installer |
| HOME-SCHOOL | 2905-13 | Home-School Liaison Officer |
| HOMEOPATH | 2399-99 | Homeopath |
| HORSE | 1401-27 | Horse Breeder |
| | 1401-27 | Horse Stud Farmer |
| | 1401-27 | Horse Stud Manager |
| | 3915-17 | Horse Racing Judge |
| | 4931-11 | Horse Breaker |
| | 4931-99 | Horse Trainer |
| | 8201-11 | Horse Groom |
| | 8999-11 | Animal Groom (except Horse) |
| HORTICULTURAL | 2107-19 | Horticultural Scientist |
| | 3103-27 | Horticultural Technician |

| KEYWORD | CODE | TITLE |
|--------------------|---------|--|
| | 3103-29 | Horticultural Technical Officer |
| | 3905-15 | Horticultural Inspector |
| HORTICULTURE | 7209-13 | Amenity Horticulture Machine Operator |
| | 8205-11 | Nursery Assistant (Horticulture) |
| | 8205-11 | Nursery Hand (Horticulture) |
| HORTICULTURIST | 4805-13 | Landscape Horticulturist |
| HOSPITAL | 1201-11 | Hospital Administrator |
| | 2307-11 | Hospital Pharmacist |
| | 5601-15 | Hospital Admitting Clerk |
| | 5601-15 | Hospital Ward Clerk |
| | 8301-15 | Hospital Cleaner |
| | 8921-11 | Hospital Orderly |
| | 8921-11 | Hospital Porter |
| | 8921-13 | Hospital Food Serviceperson |
| HOST/HOSTESS | 6505-01 | Dining Room Host/Hostess |
| HOSTEL | 1505-99 | Hostel Manager |
| | 6601-17 | Hostel Parent |
| HOTEL | 8903-01 | Hotel Concierge |
| | 8903-11 | Hotel Page |
| | 8999-19 | Hotel Useful |
| | 8999-19 | Hotel Yardman/woman |
| HOTEL/MOTEL | 1505-11 | Hotel/Motel Manager |
| HOTELIER | 1505-11 | Hotelier |
| HOUSE | 1505-99 | Boarding House Manager |
| | 6601-17 | House Parent |
| HOUSEHOLD | 6201-31 | Sales Representative (Household Goods and Domestic Hardware) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| HOUSEKEEPER | 8915-11 | Accommodation and Lodging Housekeeper |
| | 8915-11 | Executive Housekeeper |
| | 8915-13 | Domestic Housekeeper |
| HOUSEMAN/MAID | 8301-13 | Houseman/maid |
| HOUSING | 2603-99 | Housing Counsellor |
| HOVERCRAFT | 3305-11 | Hovercraft Operator |
| HUNTER | 8299-11 | Hunter |
| HYDRAULIC | 3205-13 | Hydraulic Controls Technician |
| | 7201-29 | Hydraulic Rock Breaker Operator |
| | 7399-11 | Surface Hydraulic Fill Operator |
| HYDRO-ELECTRIC | 7301-11 | Hydro-electric Station Operator |
| HYDROFOIL | 3305-11 | Hydrofoil Operator |
| HYDROGRAPHER | 3103-17 | Hydrographer |
| HYDROGRAPHIC | 2205-13 | Hydrographic Surveyor |
| HYDROLOGICAL | 3103-17 | Hydrological Technician |
| HYDROLOGIST | 2103-13 | Hydrologist |
| HYDROMETALLURGICAL | 2217-11 | Hydrometallurgical Engineer |
| HYDROMETEOROLOGIST | 2199-15 | Hydrometeorologist |
| HYDROPONICS | 3103-27 | Hydroponics Technician |
| HYGIENE | 3905-21 | Industrial Hygiene Inspector |
| HYGIENIST | 2999-99 | Occupational Hygienist |

H

KEYWORD

CODE

TITLE

HYPNOTIST

3101-15

Dental Hygienist

2817-13

Hypnotist

| KEYWORD | CODE | TITLE |
|-------------------|---------|--|
| ICE | 7431-25 | Ice Confection Maker |
| ICE-CREAM | 7431-25 | Ice-Cream Maker |
| ILLUSTRATOR | 2805-19 | Illustrator |
| IMAGE | 4503-15 | Image Preparer (Printing) |
| IMMUNOLOGIST | 2303-37 | Immunologist |
| IMPAIRED | 2407-13 | Teacher of the Hearing Impaired |
| | 2407-13 | Teacher of the Visually Impaired |
| IMPERSONATOR | 2817-13 | Impersonator |
| IMPORT-EXPORT | 1601-11 | Import-Export Business Manager |
| | 5503-13 | Import-Export Clerk |
| IMPORTER-EXPORTER | 1601-11 | Importer-Exporter |
| IMPROVEMENTS | 8401-13 | Home Improvements Installer |
| INCINERATOR | 7315-17 | Incinerator Plant Operator |
| INDUSTRIAL | 1103-19 | Industrial Tribunal Member |
| | 1309-11 | Personnel and Industrial Relations Manager |
| | 2217-13 | Industrial Metallurgist |
| | 2219-17 | Industrial Engineer |
| | 2303-99 | Industrial Medicine Specialist |
| | 2307-13 | Industrial Pharmacist |
| | 2799-13 | Industrial Officer |
| | 2799-13 | Industrial Relations Officer |
| | 2805-15 | Industrial Designer |
| | 2903-15 | Industrial Psychologist |
| | 2999-99 | Industrial Registrar |
| | 3905-21 | Industrial Hygiene Inspector |
| | 3905-23 | Industrial Inspector |
| | 4405-11 | Industrial Painter (Structures) |
| | 7305-11 | Industrial Gas Production Operator |
| | 8107-11 | Industrial Spray Painter |
| | 8301-11 | Industrial Cleaner |
| INFANT | 2403-11 | Infant School Teacher |
| | 3401-13 | Infant Welfare Nurse |
| INFANT-PRIMARY | 2403-01 | Senior Teacher, Infant-Primary School |
| INFANTRYMAN | 7499-19 | Infantryman |
| INFECTIOUS | 2303-41 | Infectious Diseases Specialist |
| INFORMATION | 1311-11 | Information Systems Manager |
| | 2703-11 | Information Officer (Public Relations) |
| | 5601-13 | Information Desk Clerk |
| INJECTION | 7407-15 | Injection Moulding Machine Operator |
| INJURIES | 2303-39 | Spinal Injuries Rehabilitation Specialist |
| | 3401-99 | Spinal Injuries Nurse |
| INKER | 7429-11 | Inker Machine Operator (Shoemaking) |
| INQUIRY | 3999-99 | Inquiry Agent |
| | 5601-13 | Inquiry Clerk |
| | 5601-13 | Inquiry Officer |
| INSECT | 2107-23 | Insect Pathologist |
| INSEMINATION | 3103-31 | Artificial Insemination Technician |
| INSPECTOR | 2905-13 | School Inspector |
| | 3303-21 | Flight Engineer Inspector |
| | 3905-11 | Building Inspector |
| | 3905-11 | Electrical Installation Inspector |
| | 3905-11 | Plumbing and Drainage Inspector |

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| | 3905-13 | Boilers and Pressure Vessels Inspector |
| | 3905-13 | Lifts and Cranes Inspector |
| | 3905-13 | Mines Inspector |
| | 3905-13 | Safety Inspector |
| | 3905-15 | Dairy Produce Inspector |
| | 3905-15 | Fish Exports Inspector |
| | 3905-15 | Horticultural Inspector |
| | 3905-15 | Meat Inspector |
| | 3905-15 | Primary Products Inspector |
| | 3905-15 | Quarantine Inspector |
| | 3905-15 | Sugar Cane Inspector |
| | 3905-17 | Locomotive Inspector |
| | 3905-21 | Health Inspector |
| | 3905-21 | Industrial Hygiene Inspector |
| | 3905-21 | Water Quality Inspector |
| | 3905-23 | Arbitration Inspector |
| | 3905-23 | Industrial Inspector |
| | 3905-25 | Boring Inspector |
| | 3905-25 | Water Usage Inspector |
| | 3905-31 | Bus Inspector |
| | 3905-31 | Traffic Inspector |
| | 3905-31 | Tram Inspector |
| | 3905-99 | Fisheries and Wildlife Inspector |
| | 3905-99 | Liquor Licensing Inspector |
| | 3905-99 | Pest Control Inspector |
| | 3905-99 | Pipeline Inspector |
| | 3905-99 | Travel Accommodation Inspector |
| | 3905-99 | Vermin and Noxious Weeds Inspector |
| | 3905-99 | Weights and Measures Inspector |
| | 5999-99 | Parking Inspector |
| | 8109-13 | Equipment Assembly Inspector |
| | 8109-13 | Quality Control Inspector |
| | 8109-13 | Vehicle Assembly Inspector |
| INSPECTORS | 3905-01 | Supervisor, Inspectors and Regulatory Officers |
| INSTALLATION | 3905-11 | Electrical Installation Inspector |
| INSTALLER | 4311-99 | Alarms Installer |
| | 4409-15 | Septic Tank Installer |
| | 8401-11 | Building Insulation Installer |
| | 8401-13 | Awnings Installer |
| | 8401-13 | Exterior Cladding Installer |
| | 8401-13 | Home Improvements Installer |
| | 8401-13 | Security Door Installer |
| | 8401-13 | Shower Screen Installer |
| INSTITUTION | 1507-11 | Financial Institution Branch Manager |
| | 5301-17 | Branch Accountant (Financial Institution) |
| INSTRUCTOR | 2505-19 | Driving Instructor |
| | 2505-21 | Flying Instructor |
| | 2505-21 | Gliding Instructor |
| | 2505-23 | Ground School Instructor |
| | 2505-99 | Aerobics Instructor |
| | 2505-99 | Fitness Instructor |
| | 2505-99 | Physical Fitness Instructor |
| | 2505-99 | Sports Instructor |
| INSTRUMENT | 2219-99 | Military Instrument Engineer |
| | 3201-13 | Electrical Instrument Technician |
| | 4213-11 | Instrument Fitter |
| | 4213-11 | Precision Instrument Maker and Repairer |
| | 4213-11 | Scientific Instrument Maker and Repairer |
| | 4303-11 | Electrical Instrument Fitter |
| | 4399-99 | Electronic Instrument and Control Tradesperson |
| | 4399-99 | Electronic Instrument Tradesperson (Complex Systems) |
| | 4925-01 | Supervisor, Musical Instrument Makers and Repairers |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 4925-91 | Apprentice Musical Instrument Maker and Repairer |
| | 4925-99 | Musical Instrument Maker |
| | 4925-99 | Stringed Instrument Repairer |
| INSTRUMENTAL | 2815-17 | Instrumental Musician |
| INSTRUMENTALIST | 2815-17 | Instrumentalist |
| INSTRUMENTATION | 3103-11 | Chemical Instrumentation Technical Officer |
| | 4399-99 | Apprentice Electronic Instrumentation Tradesperson |
| INSTRUMENTS | 3303-19 | Airworthiness Surveyor (Electrical and Instruments) |
| | 4211-19 | Aircraft Ground Engineer (Instruments) |
| | 4211-19 | Aircraft Maintenance Engineer (Instruments) |
| | 4211-19 | Aircraft Mechanic (Instruments) |
| | 4211-19 | Examiner of Aircraft Instruments |
| | 4211-19 | Licensed Aircraft Maintenance Engineer (Instruments) |
| INSULATION | 7399-25 | Insulation Cupola Operator |
| | 7399-25 | Insulation Maker |
| | 8401-11 | Building Insulation Installer |
| INSURANCE | 3905-29 | Insurance Assessor (except Health) |
| | 5303-01 | Supervisor, Insurance and Broking Clerks |
| | 5303-11 | Health Insurance Assessor |
| | 5303-11 | Insurance Clerk |
| | 6103-01 | Supervisor, Insurance Brokers and Agents |
| | 6103-11 | Insurance Agent |
| | 6103-11 | Insurance Underwriter |
| | 6103-13 | Insurance Broker |
| INTEGRATION | 2407-11 | Integration Teacher |
| INTELLECTUALLY | 2407-13 | Teacher of the Intellectually Disabled |
| INTELLIGENCE | 2999-23 | Intelligence Officer |
| INTENSIVE | 3401-99 | Intensive Care Nurse |
| INTERIOR | 2805-17 | Interior Designer |
| | 3999-21 | Interior Decorator |
| INTERNATIONAL | 2901-11 | International Trade Economist |
| INTERPRETER | 2999-19 | Interpreter |
| | 3207-15 | Photographic Interpreter (Air Force) |
| | 6301-25 | Automotive Parts Interpreter |
| INTERVIEWER | 5999-19 | Market Research Interviewer |
| | 5999-19 | Survey Interviewer |
| INVENTORY | 5505-11 | Inventory Clerk |
| INVERFORM | 7415-11 | Inverform Machine Operator |
| INVESTIGATOR | 3905-19 | Customs Investigator |
| INVESTMENT | 5301-13 | Investment Accounting Clerk |
| | 6101-11 | Investment Dealer |
| | 6101-99 | Investment Adviser |
| | 6101-99 | Properties Investment Manager |
| INVOICE | 5301-13 | Invoice Clerk |
| IRON | 7401-13 | Teemer (Iron and Steel) |
| | 8109-15 | Iron Pellet Tester |
| IRRIGATION | 7399-29 | Irrigation Supervisor |

J

| KEYWORD | CODE | TITLE |
|------------|---------|--|
| JACKAROO | 1401-91 | Jackaroo |
| JANITOR | 8913-11 | Janitor |
| JEWELLER | 4923-11 | Jeweller |
| | 4923-91 | Apprentice Jeweller |
| JEWELLERY | 4923-01 | Supervisor, Jewellery and Precious Metalware Tradespersons |
| | 4923-91 | Apprentice Jewellery and Precious Metalware Tradesperson |
| | 6201-99 | Sales Representative (Jewellery and Watches) |
| | 6301-99 | Sales Assistant (Watches and Jewellery) |
| | 8103-15 | Jewellery Assembler |
| | 8103-15 | Jewellery Benchworker |
| JIG | 4901-11 | Jig Maker (Wood) |
| JIGMAKER | 4101-11 | Jigmaker (Metal) |
| JILLAROO | 1401-91 | Jillaroo |
| JOCKEY | 2819-11 | Disc Jockey |
| | 3915-13 | Jockey |
| | 3915-91 | Apprentice Jockey |
| JOINER | 4401-13 | Joiner |
| | 4401-91 | Apprentice Carpenter and Joiner |
| | 4401-91 | Apprentice Joiner |
| JOINERS | 4401-01 | Supervisor, Carpenters and Joiners |
| JOINERY | 4401-13 | Joinery Patternmaker |
| | 4401-13 | Joinery Setter-out |
| | 8103-17 | Joinery Assembler |
| | 8199-15 | Joinery Factory Hand |
| JOINTER | 4301-13 | Electrical Cable Joiner |
| | 4311-15 | Telecommunications Cable Joiner |
| | 4409-11 | Pipe Joiner |
| JOINTER'S | 8101-15 | Cable Joiner's Assistant |
| JOURNALIST | 2807-13 | Radio Journalist |
| | 2807-91 | Cadet Journalist |
| | 2807-99 | Freelance Journalist |
| JUDGE | 1103-13 | Judge |
| | 3915-17 | Horse Racing Judge |
| JUDGE'S | 2605-99 | Judge's Associate |
| JUGGLER | 2817-13 | Juggler |
| JUICER | 7431-15 | Fruit and Vegetable Juicer Operator |
| JUMBO | 7317-11 | Jumbo Drill Operator |
| JUNIOR | 2403-11 | Junior Primary School Teacher |
| JUSTICE | 1103-13 | Justice of the High Court |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| KEEPER | 7399-99 | Lighthouse Keeper |
| KELP | 8299-99 | Kelp and Seagrass Gatherer |
| KENNELMAN/MAID | 8999-11 | Kennelman/maid |
| KETTLEMAN/WOMAN | 7315-11 | Kettleman/woman |
| KEY | 7405-11 | Key Cutter |
| KEYBOARD | 5201-13 | Keyboard Operator-Assembler |
| KILN | 7315-01 | Supervisor, Furnace and Kiln Operators |
| | 7315-15 | Clay Products Kiln Operator |
| | 7315-15 | Kiln Operator |
| | 7315-15 | Timber Kiln Operator |
| | 8199-21 | Kiln Labourer |
| KINDERGARTEN | 2401-11 | Kindergarten Director |
| | 2401-11 | Kindergarten Teacher |
| | 6601-11 | Kindergarten Assistant |
| KITCHENHAND | 8919-11 | Kitchenhand |
| KNIFE | 7405-11 | Knife Sharpener |
| KNITTING | 7409-99 | Rubber Knitting Machine Operator |
| | 7425-15 | Textile Knitting Machine Operator |
| KNOCKERDOWN | 8199-33 | Knockerdown (Abattoir) |

L

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| LABELLER | 7433-99 | Machine Labeller |
| LABORATORY | 2109-11 | Clinical Laboratory Scientist |
| | 2109-11 | Medical Laboratory Scientist |
| | 3101-11 | Medical Laboratory Technical Officer |
| | 3101-13 | Medical Laboratory Technician |
| | 7435-11 | Photographic Laboratory Assistant |
| LABOUR | 2901-11 | Labour Economist |
| LABOURER | 8199-11 | Metal Processing and Finishing Labourer |
| | 8199-13 | Sawmill Labourer |
| | 8199-15 | Furniture Manufacturing Labourer |
| | 8199-15 | Wood and Wood Products Labourer |
| | 8199-17 | Pulp, Papermaking and Paper Products Labourer |
| | 8199-19 | Cement and Concrete Plant Labourer |
| | 8199-21 | Clay Processing Labourer |
| | 8199-21 | Kiln Labourer |
| | 8199-23 | Chemical Plant Labourer |
| | 8199-23 | Gas Plant Labourer |
| | 8199-25 | Rubber and Plastics Products Labourer |
| | 8199-27 | Hide and Skin Processing Labourer |
| | 8199-33 | Meatworks Labourer |
| | 8199-99 | Brushmaking Labourer |
| | 8205-13 | Garden Labourer |
| | 8407-11 | Earthmoving Labourer |
| | 8409-11 | Paving and Surfacing Labourer |
| | 8413-11 | Railway Labourer |
| | 8413-11 | Tramway Labourer |
| | 8415-11 | Mining Labourer |
| | 8415-11 | Quarry Labourer |
| | 8415-15 | Mineral Ore Processing Labourer |
| | 8415-15 | Tailings Dam Labourer |
| | 8499-17 | Builder's Labourer |
| | 8499-17 | Building Construction Labourer |
| | 8909-15 | Wharf Labourer |
| LABOURERS | 8203-01 | Supervisor, Forestry Labourers |
| | 8203-03 | Supervisor, Logging Labourers |
| | 8409-01 | Supervisor, Paving and Surfacing Labourers |
| | 8413-01 | Supervisor, Railway Labourers |
| LADLE | 7401-13 | Casting Machine and Ladle Operator |
| LADLEMAN/WOMAN | 7401-13 | Ladleman/woman (Metals) |
| LADY/MAN | 8919-11 | Tea Lady/Man |
| LAGGER | 8499-11 | Lagger |
| LAMINATING | 7413-23 | Wood Laminating Press Operator |
| | 7417-11 | Glass Laminating Operator |
| LAMINATOR | 7413-23 | Particleboard Laminator Operator |
| | 8199-25 | Hand Laminator |
| LAMPMAN/WOMAN | 8999-17 | Lampman/woman |
| LAMPROOM | 8999-17 | Lamproom Attendant |
| LAND | 2199-11 | Land Degradation Analyst |
| LANDING | 8203-15 | Landing Operator (Logging) |
| LANDSCAPE | 2201-13 | Landscape Architect |
| | 4805-01 | Supervisor, Landscape Gardeners |
| | 4805-13 | Landscape Gardener |
| | 4805-13 | Landscape Horticulturist |
| | 4805-91 | Apprentice Landscape Gardener |
| LANGUAGE | 2407-99 | Teacher of English as a Second Language |
| LAPIDARY | 3103-17 | Lapidary Technician |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| | 4923-13 | Lapidary |
| LASER | 2801-99 | Laser Artist |
| LASTER | 4915-11 | Laster |
| LATHE | 4901-11 | Copy Lathe Operator |
| | 4901-13 | Wood Turning Lathe Operator |
| | 4921-13 | Glass Blowing Lathe Operator |
| | 7413-19 | Veneer Lathe and Slicer Operator |
| LAUNDROMAT | 8917-11 | Laundromat Attendant |
| LAUNDRY | 1601-99 | Laundry Manager |
| | 7499-17 | Laundry Machine Operator |
| | 8917-01 | Supervisor, Laundry Workers |
| | 8917-11 | Laundry Worker |
| | 8917-11 | Laundry Assistant |
| LAW | 5907-13 | Law Clerk |
| LAWN | 8205-13 | Lawn Mower |
| LAWNMOWER | 4601-13 | Lawnmower Mechanic |
| LAY-UP | 8199-25 | Lay-up Hand |
| LAYER | 4413-11 | Terrazzo Floor Layer |
| | 4919-11 | Carpet Layer |
| | 7413-21 | Plywood Centre Layer |
| | 8403-11 | Concrete Slab Layer |
| LAYERS | 4919-01 | Supervisor, Carpet Layers |
| LAYOUT | 3999-17 | Layout Artist |
| LEADBURNER | 4409-13 | Leadburner |
| | 4409-91 | Apprentice Leadburner |
| LEADER | 2807-99 | Leader Writer |
| | 2815-11 | Band Leader |
| | 3901-17 | Youth Leader |
| | 6699-13 | Tour Leader |
| LEADLIGHTER | 4925-99 | Leadlighter |
| LEASING | 6105-13 | Leasing Agent |
| LEATHER | 3999-37 | Leather Grader |
| | 4917-01 | Supervisor, Other Leather and Canvas Tradespersons |
| | 4917-11 | Leather Goods Maker |
| | 4917-91 | Apprentice Leather Goods Maker |
| | 4917-91 | Apprentice, Other Leather and Canvas Trades |
| | 7423-11 | Leather Drying Operator |
| | 7423-11 | Leather Finishing Machine Operator |
| | 7423-11 | Leather Measuring Operator |
| | 7423-11 | Leather Printing Operator |
| | 7423-11 | Leather Splitting and Shaving Machine Operator |
| LECTURER | 2501-11 | University or CAE Lecturer |
| LEDGER | 5203-11 | Ledger Machinist |
| LEGAL | 2605-99 | Corporate Legal Officer |
| | 5101-11 | Legal Secretary |
| | 5907-13 | Legal Clerk |
| LENS | 4999-13 | Ophthalmic Lens Surfacers and Fitter |
| LETTERPRESS | 4503-11 | Letterpress Plate Maker |
| | 4505-11 | Letterpress Printing Machinist |
| LEVERMAN/WOMAN | 7413-99 | Leverman/woman |
| LIAISON | 2905-13 | Home-School Liaison Officer |

L

| KEYWORD | CODE | TITLE |
|----------------------------|---------|--|
| LIBRARIAN | 2799-11 | Medical Record Librarian |
| | 2911-11 | Librarian |
| | 5401-11 | Computer Tape Librarian |
| LIBRARY | 1399-99 | Library Manager |
| | 3999-15 | Library Technician |
| | 5401-01 | Supervisor, Library and Filing Clerks |
| | 5401-11 | Library Assistant |
| | 5401-11 | Library Attendant |
| LIBRETTIST | 2809-11 | Librettist |
| LICENSED | 1599-99 | Licensed Club Manager |
| | 4211-11 | Licensed Aircraft Maintenance Engineer (Engines) |
| | 4211-13 | Licensed Aircraft Maintenance Engineer (Airframes) |
| | 4211-15 | Licensed Aircraft Maintenance Engineer (Electrical) |
| | 4211-17 | Licensed Aircraft Maintenance Engineer (Radio) |
| | 4211-19 | Licensed Aircraft Maintenance Engineer (Instruments) |
| LICENSING | 3905-99 | Liquor Licensing Inspector |
| LIEUTENANT | 1319-15 | Flight Lieutenant |
| | 1319-15 | Lieutenant (Navy) |
| LIFE | 3103-25 | Life Science Technical Officer |
| | 3103-27 | Life Science Technician |
| | 6103-11 | Life Assurance Representative |
| LIFEGUARD | 8911-99 | Lifeguard |
| LIFT | 4399-01 | Supervisor, Lift Mechanics |
| | 4399-11 | Lift Electrician |
| | 4399-11 | Lift Mechanic |
| | 7313-01 | Supervisor, Hoist, Winch and Lift Operators |
| | 7313-11 | Hoist, Winch and Lift Operator |
| LIFTS | 3905-13 | Lifts and Cranes Inspector |
| LIGHT | 3903-19 | Light Technician |
| | 8103-13 | Light Coil Winder |
| LIGHTHOUSE | 7399-99 | Lighthouse Keeper |
| LIGHTING | 3299-99 | Lighting Design Drafting Officer |
| | 3903-01 | Lighting Supervisor |
| LINE | 4211-11 | Line Maintenance Aircraft Engineer (Engines) |
| | 4211-13 | Line Maintenance Aircraft Engineer (Airframes) |
| | 4311-01 | Telecommunications Line Supervisor |
| | 4311-15 | Telecommunications Line Serviceman/woman |
| | 4311-91 | Telecommunications Line Serviceman/woman-in-Training |
| | 4409-13 | Gas-main and Line Fitter |
| | 8199-11 | Tinning Line Assistant |
| LINEMAN/WOMAN | 4311-15 | Radio Lineman/woman |
| | 4311-15 | Telecommunications Lineman/woman |
| | 4311-91 | Trainee Telecommunications Lineman/woman |
| LINEMAN/WOMAN-IN- TRAINING | 4311-91 | Telecommunications Lineman/woman-in-Training |
| LINEMAN/WOMAN'S | 8101-15 | Telecommunications Lineman/woman's Assistant |
| LINEMARKER | 7299-99 | Road Linemarker |
| LINEN | 8917-11 | Linen Sorter |
| LINER-OFF | 4907-11 | Metal Liner-off |
| LINESMAN/WOMAN | 3915-19 | Linesman/woman (Sport) |
| | 4301-11 | Electrical Linesman/woman |
| | 4301-91 | Trainee Electrical Linesman/woman |
| LINESMAN/WOMAN'S | 8101-15 | Electrical Power Linesman/woman's Assistant |
| LINGUIST | 2907-99 | Linguist |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| LINING | 7419-99 | Brake Lining Maker |
| LIQUID | 4409-13 | Liquid Petroleum Gasfitter |
| LIQUIDATOR | 2701-11 | Liquidator |
| LIQUIDS | 7433-11 | Liquids Filler |
| LIQUOR | 3905-99 | Liquor Licensing Inspector |
| LITHOGRAPHIC | 4503-11 | Lithographic Plate Preparer |
| | 4505-13 | Lithographic Printing Machinist |
| LIVESTOCK | 3913-13 | Livestock Buyer |
| | 8201-11 | Livestock and Field Crop Farm Hand |
| LOAD | 5503-11 | Aircraft Load Controller |
| LOADER | 7201-19 | Front-end Loader Operator |
| | 7201-19 | Loader Operator (Earthmoving) |
| | 7309-11 | Train Loader Operator |
| LOADING | 5503-11 | Container Loading Clerk |
| | 7309-01 | Supervisor, Fluids Loading and Unloading Plant Operators |
| LOADMASTER | 3303-27 | Loadmaster |
| LOADOUT | 8415-15 | Screen and Loadout Attendant |
| LOANS | 3999-29 | Credit and Loans Analyst |
| | 5301-19 | Loans Clerk |
| | 5301-19 | Loans Officer |
| LOCK | 7399-29 | Lock Master (Water Transport) |
| LOCKSMITH | 4213-15 | Locksmith |
| | 4213-91 | Apprentice Locksmith |
| LOCOMOTIVE | 3905-17 | Locomotive Inspector |
| | 7107-01 | Supervisor, Locomotive Drivers |
| | 7107-11 | Locomotive Driver |
| | 7107-11 | Locomotive Engineman/woman |
| | 7107-11 | Underground Locomotive Driver |
| | 7107-91 | Assistant Locomotive Driver |
| | 7107-91 | Locomotive Observer |
| | 7107-91 | Trainee Locomotive Driver |
| LODGING | 8915-11 | Accommodation and Lodging Housekeeper |
| LOFTSMAN/WOMAN | 4907-11 | Loftsmen/woman (Marine) |
| LOG | 7105-13 | Log Hauler |
| | 7413-15 | Log Preparer |
| | 8203-15 | Log Chaser |
| LOGGER | 2103-11 | Mud Logger |
| LOGGING | 7205-11 | Logging Plant Operator |
| | 8203-03 | Supervisor, Logging Labourers |
| | 8203-15 | Landing Operator (Logging) |
| | 8203-15 | Logging Worker |
| LONG | 7317-11 | Long Hole Drill Operator |
| LONGWALL | 7201-23 | Longwall Miner Operator |
| LOOK-OUT | 8203-13 | Fire Look-out |
| LOOM | 4103-15 | Loom Tuner |
| | 7425-99 | Needle Loom Operator |
| LOSS | 3905-29 | Loss Adjuster |
| LUBRITORIUM | 8101-99 | Lubritorium Attendant |
| LUGGAGE | 8903-01 | Supervisor, Luggage Porters |
| | 8903-11 | Luggage Porter |

M

| KEYWORD | CODE | TITLE |
|---------|---------|---|
| MACHINE | 3903-11 | Dubbing Machine Operator |
| | 4103-11 | Sewing Machine Mechanic |
| | 4103-13 | Machine Setter (Metal) |
| | 4103-19 | Machine Tool Operator (Metal) |
| | 4103-91 | Apprentice Sewing Machine Mechanic |
| | 4203-17 | Metal Bending Machine Operator |
| | 4203-17 | Sheetmetal Rolling Machine Operator |
| | 4399-13 | Amusement Machine Mechanic |
| | 4399-13 | Poker Machine Servicer |
| | 4399-13 | Vending Machine Servicer |
| | 4901-11 | Woodworking Machine Setter |
| | 5201-01 | Supervisor, Data Processing Machine Operators |
| | 5201-99 | Cryptographic Machine Operator |
| | 5203-01 | Supervisor, Bookkeeping Machine Operators |
| | 5203-01 | Supervisor, Business Machine Operators |
| | 5203-11 | Business Machine Operator |
| | 7201-17 | Trench-digging Machine Operator |
| | 7201-23 | Continuous Mining Machine Operator |
| | 7201-23 | Development Machine Miner |
| | 7209-11 | Cotton Picking Machine Operator |
| | 7209-13 | Amenity Horticulture Machine Operator |
| | 7299-11 | Railway Track Repair Machine Operator |
| | 7401-01 | Supervisor, Basic Metal Products Machine Operators |
| | 7401-11 | Machine Moulder |
| | 7401-13 | Casting Machine and Ladle Operator |
| | 7401-15 | Wire Drawing Machine Operator |
| | 7405-11 | Forging Machine Operator |
| | 7405-11 | Other Metal Products Machine Operators |
| | 7405-11 | Springmaking Machine Operator |
| | 7407-01 | Supervisor, Plastics Production Machine Operators |
| | 7407-11 | Cellular Plastics Machine Setter |
| | 7407-11 | Plastics Extruding Machine Setter |
| | 7407-11 | Plastics Moulding Machine Setter |
| | 7407-11 | Plastics Production Machine Setter |
| | 7407-11 | Thermoforming Machine Setter |
| | 7407-13 | Plastics Extruding Machine Operator |
| | 7407-15 | Blow Moulding Machine Operator |
| | 7407-15 | Compression Moulding Machine Operator |
| | 7407-15 | Injection Moulding Machine Operator |
| | 7407-15 | Plastics Moulding Machine Operator |
| | 7407-15 | Rotational Moulding Machine Operator |
| | 7407-15 | Thermoforming Machine Operator |
| | 7407-17 | Cellular Plastics Machine Operator |
| | 7407-17 | Plastics Foam Machine Operator |
| | 7407-21 | Plastics Blending Machine Operator |
| | 7409-01 | Supervisor, Rubber Production Machine Operators |
| | 7409-11 | Tyre Production Machine Operator |
| | 7409-99 | Rubber Knitting Machine Operator |
| | 7411-01 | Supervisor, Chemical Production Machine Operators |
| | 7411-01 | Supervisor, Explosives Production Machine Operators |
| | 7411-01 | Supervisor, Pharmaceuticals and Toiletries Production Machine Operators |
| | 7411-11 | Granulator Machine Operator |
| | 7411-11 | Pharmaceuticals and Toiletries Production Machine Operator |
| | 7411-11 | Tablet Making Machine Operator |
| | 7411-13 | Explosives Production Machine Operator |
| | 7413-01 | Supervisor, Plywood Making Machine Operators |
| | 7413-01 | Supervisor, Wood Processing Machine Operators |
| | 7413-19 | Veneer Production Machine Operator |
| | 7413-19 | Veneer Splicing Machine Operator |
| | 7413-21 | Plywood Production Machine Operator |
| | 7413-99 | Machine Stress Grader Operator |
| | 7415-01 | Supervisor, Paper and Paper Products Machine Operators |
| | 7415-11 | Fourdrinier Machine Operator |
| | 7415-11 | Inverform Machine Operator |
| | 7415-11 | Paperboard Machine Operator |

| KEYWORD | CODE | TITLE |
|---------|---------|---|
| | 7415-11 | Wet End Papermaking Machine Operator |
| | 7415-13 | Dry End Papermaking Machine Operator |
| | 7415-15 | Carton Making Machine Operator |
| | 7415-15 | Paper Products Machine Operator |
| | 7417-01 | Supervisor, Glass Production Machine Operators |
| | 7417-11 | Glass Production Machine Operator |
| | 7419-01 | Supervisor, Clay and Stone Processing Machine Operators |
| | 7419-01 | Supervisor, Concrete Products Machine Operators |
| | 7419-01 | Supervisor, Fibre Cement Machine Operators |
| | 7419-11 | Concrete Pipe Machine Operator |
| | 7419-11 | Concrete Products Machine Operator |
| | 7419-13 | Clay Products Machine Operator |
| | 7419-13 | Clay, Brick and Tile Machine Operator |
| | 7419-15 | Stone Processing Machine Operator |
| | 7419-21 | Fibre-Cement Machine Operator |
| | 7421-01 | Supervisor, Cotton Ginning Machine Operators |
| | 7421-01 | Supervisor, Yarn Production Machine Operators |
| | 7421-11 | Yarn Carding and Spinning Machine Operator |
| | 7421-11 | Yarn Drawing Machine Operator |
| | 7421-11 | Yarn Texture Machine Operator |
| | 7423-01 | Supervisor, Hide and Skin Processing Machine Operators |
| | 7423-11 | Fellmongering Machine Operator |
| | 7423-11 | Hide and Skin Fleshing Machine Operator |
| | 7423-11 | Hide and Skin Processing Machine Operator |
| | 7423-11 | Leather Finishing Machine Operator |
| | 7423-11 | Leather Splitting and Shaving Machine Operator |
| | 7423-11 | Sammying Machine Operator |
| | 7423-11 | Staking Machine Operator |
| | 7423-11 | Tanning Machine Operator |
| | 7423-11 | Woolpulling Machine Operator |
| | 7425-01 | Supervisor, Fabric Production Machine Operators |
| | 7425-11 | Warp Machine Operator |
| | 7425-15 | Textile Knitting Machine Operator |
| | 7425-17 | Bleaching Machine Operator |
| | 7425-17 | Textile Dyeing and Finishing Machine Operator |
| | 7425-19 | Rope and Cord Making Machine Operator |
| | 7425-99 | Fabric Bonding Machine Operator |
| | 7425-99 | Tufting Machine Operator |
| | 7427-13 | Hemstitching Machine Operator |
| | 7427-13 | Pocket Welt Machine Operator |
| | 7429-11 | Inker Machine Operator (Shoemaking) |
| | 7429-11 | Shoemaking Machine Operator |
| | 7431-01 | Supervisor, Food Processing Machine Operators |
| | 7431-11 | Grain and Cereal Processing Machine Operator |
| | 7431-11 | Stockfeed Milling Machine Operator |
| | 7431-13 | Sugar Processing Machine Operator |
| | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 7431-17 | Alcoholic Beverage Machine Operator |
| | 7431-19 | Meat and Fish Processing Machine Operator |
| | 7431-19 | Meat By-Products Machine Operator |
| | 7431-19 | Smallgoods Machine Operator |
| | 7431-21 | Milk Treatment Machine Operator |
| | 7431-99 | Food Processing Machine Operators nec |
| | 7431-99 | Frozen Food Machine Operator |
| | 7431-99 | Fruit and Vegetable Peeling Machine Operator |
| | 7431-99 | Pet Food Processing Machine Operator |
| | 7433-01 | Supervisor, Packaging Machine Operators |
| | 7433-11 | Bottling Machine Operator |
| | 7433-99 | Baling and Compression Machine Operator |
| | 7433-99 | Food Packaging Machine Operator |
| | 7433-99 | Machine Labeller |
| | 7433-99 | Strapping Machine Attendant |
| | 7435-01 | Supervisor, Photographic Products Machine Operators |
| | 7499-01 | Supervisor, Other Machine Operators |
| | 7499-13 | Cigarette Making Machine Operator |
| | 7499-13 | Tobacco Machine Attendant |

M

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 7499-15 | Dry Cleaning Machine Operator |
| | 7499-17 | Folding Machine Operator |
| | 7499-17 | Laundry Machine Operator |
| | 8199-29 | Printing Machine Assistant |
| | 8999-15 | Poker Machine Attendant |
| | 8999-15 | Vending Machine Attendant |
| MACHINERY | 7209-11 | Farm Machinery Operator |
| | 7431-19 | Fish Plant and Machinery Operator |
| MACHINIST | 4103-13 | Aircraft Machinist |
| | 4103-13 | Automotive Machinist |
| | 4103-13 | Metal Machinist (First Class) |
| | 4103-13 | Milling Machinist |
| | 4103-19 | Metal Machinist (Second Class) |
| | 4103-21 | Metal Machinist (Third Class) |
| | 4103-91 | Apprentice Aircraft Machinist |
| | 4103-91 | Apprentice Automotive Machinist |
| | 4103-91 | Apprentice Fitter, Turner and Machinist |
| | 4103-91 | Apprentice Metal Fitter and Machinist |
| | 4505-11 | Letterpress Printing Machinist |
| | 4505-13 | Lithographic Printing Machinist |
| | 4505-15 | Flexographic or Gravure Printing Machinist |
| | 4505-17 | Newspaper Press Machinist (Metropolitan) |
| | 4505-19 | Small Offset Printing Machinist |
| | 4505-91 | Apprentice Printing Machinist |
| | 4901-11 | Wood Machinist (A-Grade) |
| | 4901-15 | Wood Machinist (B-Grade) |
| | 4901-17 | Wood Machinist (C-Grade) |
| | 4901-91 | Apprentice Wood Machinist |
| | 5203-11 | Accounting Machinist |
| | 5203-11 | Ledger Machinist |
| | 7419-15 | Stonemasonry Machinist |
| | 7427-11 | Buttonhole Machinist |
| | 7427-11 | Textile Sewing Machinist (Single Needle) |
| | 7427-13 | Textile Sewing Machinist (Multi Needle) |
| MACHINISTS | 4103-01 | Supervisor, Metal Fitters and Machinists |
| | 4505-01 | Supervisor, Printing Machinists |
| | 4901-01 | Supervisor, Wood Machinists and Turners |
| | 7427-01 | Supervisor, Textile Sewing Machinists |
| MACRO-ECONOMIST | 2901-11 | Macro-economist |
| MAGICIAN | 2817-13 | Magician |
| MAGISTRATE | 1103-15 | Magistrate |
| MAGISTRATE'S | 5907-11 | Magistrate's Clerk |
| MAGNETIC | 3299-11 | Magnetic Testing Technician |
| MAIL | 5201-01 | Electronic Mail Controller |
| | 5201-15 | Electronic Mail Operator |
| | 5403-01 | Supervisor, Mail Sorters |
| | 5403-11 | Mail Sorter |
| | 5505-15 | Mail Order Clerk |
| MAILS | 5403-01 | Overseer (Mails) |
| MAINTENANCE | 2211-11 | Electrical Maintenance Engineer |
| | 3201-15 | Radio Maintenance Officer |
| | 4103-11 | Maintenance Fitter |
| | 4211-01 | Supervisor, Aircraft Maintenance Engineers |
| | 4211-11 | Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Licensed Aircraft Maintenance Engineer (Engines) |
| | 4211-11 | Line Maintenance Aircraft Engineer (Engines) |
| | 4211-13 | Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Licensed Aircraft Maintenance Engineer (Airframes) |
| | 4211-13 | Line Maintenance Aircraft Engineer (Airframes) |

| KEYWORD | CODE | TITLE |
|---------|---------|--|
| | 4211-15 | Aircraft Maintenance Engineer (Electrical) |
| | 4211-15 | Licensed Aircraft Maintenance Engineer (Electrical) |
| | 4211-17 | Aircraft Maintenance Engineer (Radio) |
| | 4211-17 | Licensed Aircraft Maintenance Engineer (Radio) |
| | 4211-19 | Aircraft Maintenance Engineer (Instruments) |
| | 4211-19 | Licensed Aircraft Maintenance Engineer (Instruments) |
| | 4211-91 | Apprentice Aircraft Maintenance Engineer |
| | 8409-11 | Road Maintenance Worker |
| MAITRE | 6505-01 | Maitre d'Hotel |
| MAJOR | 3999-33 | Company Sergeant Major |
| | 3999-33 | Regimental Sergeant Major |
| MAKE-UP | 3903-99 | Make-up Artist |
| MAKER | 4101-11 | Plastic Mould Maker |
| | 4101-11 | Press-Tool Maker |
| | 4101-11 | Tool and Die Maker |
| | 4205-11 | Template Maker |
| | 4205-91 | Apprentice Template Maker |
| | 4213-11 | Precision Instrument Maker and Repairer |
| | 4213-11 | Scientific Instrument Maker and Repairer |
| | 4213-13 | Watch and Clock Maker and Repairer |
| | 4213-17 | Saw Maker and Repairer |
| | 4213-91 | Apprentice Saw Maker and Repairer |
| | 4401-11 | Prop and Scenery Maker |
| | 4503-11 | Flexographic Plate Maker |
| | 4503-11 | Letterpress Plate Maker |
| | 4503-11 | Plate Maker(Printing) |
| | 4607-11 | Vehicle Body Maker |
| | 4607-91 | Apprentice Vehicle Body Maker |
| | 4701-13 | Smallgoods Maker |
| | 4701-91 | Apprentice Smallgoods Maker |
| | 4703-15 | Biscuit Maker |
| | 4901-11 | Jig Maker (Wood) |
| | 4903-11 | Coffin Maker |
| | 4903-11 | Custom Furniture Maker |
| | 4905-13 | Picture Frame Maker |
| | 4905-17 | Cane Furniture Maker |
| | 4905-21 | Model Maker |
| | 4905-91 | Apprentice Cane Furniture Maker |
| | 4905-91 | Apprentice Model Maker |
| | 4911-21 | Hat Maker |
| | 4913-13 | Bedding and Mattress Maker |
| | 4917-11 | Leather Goods Maker |
| | 4917-13 | Canvas Goods Maker |
| | 4917-91 | Apprentice Canvas Goods Maker |
| | 4917-91 | Apprentice Leather Goods Maker |
| | 4923-11 | Ring Maker |
| | 4925-91 | Apprentice Musical Instrument Maker and Repairer |
| | 4925-99 | Musical Instrument Maker |
| | 7305-11 | Paint Maker |
| | 7399-25 | Insulation Maker |
| | 7411-11 | Soap Maker |
| | 7411-11 | Suture Maker |
| | 7411-13 | Bullet Maker |
| | 7411-13 | Fuse Maker |
| | 7411-13 | Nitrocellulose Maker |
| | 7411-99 | Candle Maker |
| | 7417-11 | Glass Maker |
| | 7419-19 | Fibrous Plaster Maker |
| | 7419-19 | Plasterboard Maker |
| | 7419-99 | Abrasive Wheel Maker |
| | 7419-99 | Brake Lining Maker |
| | 7431-11 | Breakfast Cereal Maker |
| | 7431-11 | Pasta Maker |

M

| KEYWORD | CODE | TITLE |
|------------|---------|---|
| | 7431-21 | Custard Maker |
| | 7431-21 | Dried Milk Products Maker |
| | 7431-21 | Yogurt Maker |
| | 7431-23 | Margarine Maker |
| | 7431-25 | Gelato Maker |
| | 7431-25 | Ice Confection Maker |
| | 7431-25 | Ice-Cream Maker |
| | 7431-27 | Fruit Conserve and Sauce Maker |
| | 7431-99 | Vegemite Maker |
| | 7431-99 | Yeast Maker |
| MAKERS | 4607-01 | Supervisor, Vehicle Body Makers |
| | 4701-01 | Supervisor, Smallgoods Makers |
| | 4905-01 | Supervisor, Cane Furniture Makers |
| | 4925-01 | Supervisor, Musical Instrument Makers and Repairers |
| MAKING | 7411-11 | Tablet Making Machine Operator |
| | 7413-01 | Supervisor, Plywood Making Machine Operators |
| | 7415-15 | Carton Making Machine Operator |
| | 7425-19 | Rope and Cord Making Machine Operator |
| | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 7499-13 | Cigarette Making Machine Operator |
| MALTSTER | 7431-11 | Maltster |
| MAN/WOMAN | 3905-99 | Utility Man/Woman |
| MANAGEMENT | 1319-15 | Commissioned Defence Force Officer (Management) |
| | 2799-99 | Management Consultant |
| MANAGER | 1201-11 | General Manager |
| | 1201-11 | Regional Manager |
| | 1301-11 | Finance Manager |
| | 1303-11 | Advertising Manager |
| | 1303-11 | Export Manager |
| | 1303-11 | Merchandise Manager |
| | 1303-11 | Sales and Marketing Manager |
| | 1305-11 | Plant Manager |
| | 1305-11 | Production Manager (Manufacturing and Mining) |
| | 1305-11 | Quality Control Manager |
| | 1305-11 | Works Manager |
| | 1305-13 | Studio Manager |
| | 1307-11 | Procurement Manager |
| | 1307-11 | Purchasing Manager |
| | 1307-11 | Shipping Manager |
| | 1307-11 | Supply and Distribution Manager |
| | 1307-11 | Supply Manager |
| | 1307-11 | Transport Manager |
| | 1309-11 | Manpower Manager |
| | 1309-11 | Occupational Health and Safety Manager |
| | 1309-11 | Organisation and Methods Manager |
| | 1309-11 | Personnel and Industrial Relations Manager |
| | 1309-11 | Training Manager |
| | 1311-11 | Data Processing Manager |
| | 1311-11 | Information Systems Manager |
| | 1311-11 | Operations Manager (Data Processing) |
| | 1311-11 | Systems Manager (Data Processing) |
| | 1313-11 | Public Policy Manager |
| | 1313-11 | Public Service Manager |
| | 1399-11 | Engineering Manager |
| | 1399-13 | Market Research Manager |
| | 1399-13 | Research and Development Manager |
| | 1399-13 | Research Manager |
| | 1399-99 | Library Manager |
| | 1401-11 | Grain, Oilseed and Pasture Farm Manager |
| | 1401-13 | Sugar Cane Farm Manager |
| | 1401-15 | Tobacco Farm Manager |
| | 1401-17 | Beef Cattle Farm Manager |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| | 1401-17 | Beef Cattle Station Manager |
| | 1401-19 | Dairy Farm Manager |
| | 1401-21 | Sheep Farm Manager |
| | 1401-21 | Sheep Station Manager |
| | 1401-23 | Pig Farm Manager |
| | 1401-25 | Hatchery Manager |
| | 1401-25 | Poultry Farm Manager |
| | 1401-27 | Horse Stud Manager |
| | 1401-29 | Mixed Farm Manager |
| | 1401-31 | Fruit and Nut Farm Manager |
| | 1401-33 | Vegetable Farm Manager |
| | 1401-91 | Trainee Farm Manager |
| | 1501-11 | Bookshop Manager |
| | 1501-11 | Delicatessen Manager |
| | 1501-11 | Dry Cleaning Establishment Manager |
| | 1501-11 | Greengrocery Manager |
| | 1501-11 | Hardware Store Manager |
| | 1501-11 | Milk Bar Manager |
| | 1501-11 | Newsagency Manager |
| | 1501-11 | Service Station Manager |
| | 1501-11 | Shop Manager |
| | 1501-11 | Supermarket Manager |
| | 1501-11 | Take Away Food Outlet Manager |
| | 1503-11 | Canteen Manager |
| | 1505-11 | Hotel/Motel Manager |
| | 1505-11 | Resort Manager |
| | 1505-11 | Tavern Manager |
| | 1505-13 | Caravan Park Manager |
| | 1505-99 | Boarding House Manager |
| | 1505-99 | Hostel Manager |
| | 1507-11 | Bank Manager |
| | 1507-11 | Building Society Manager |
| | 1507-11 | Credit Union Manager |
| | 1507-11 | Financial Institution Branch Manager |
| | 1599-13 | Sports Centre Manager |
| | 1599-17 | Real Estate Agency Manager |
| | 1599-99 | Beauty Parlour Manager |
| | 1599-99 | Licensed Club Manager |
| | 1599-99 | Stock and Station Agency Manager |
| | 1599-99 | Stockbroking Firm Manager |
| | 1599-99 | TAB Manager |
| | 1601-11 | Import-Export Business Manager |
| | 1601-13 | Building and Construction Manager |
| | 1601-99 | Laundry Manager |
| | 2107-25 | Forest Manager |
| | 2107-25 | Harvesting Manager (Forestry) |
| | 2811-21 | Floor Manager (Television) |
| | 2811-21 | Stage Manager |
| | 3905-99 | Postal Services Field Manager |
| | 6101-99 | Properties Investment Manager |
| | 6105-13 | Real Estate Property Manager |
| | 6301-01 | Sales Department Manager |
| | 6503-01 | Bar Manager |
| MANAGING | 1201-11 | Managing Director |
| | 1201-11 | Managing Editor |
| | 1503-11 | Restaurant and Catering Managing Supervisor |
| | 1599-11 | Hairdressing Establishment Managing Supervisor |
| MANICURIST | 6699-15 | Manicurist |
| MANPOWER | 1309-11 | Manpower Manager |
| MANUAL | 5603-11 | Manual Assistant (Telecom) |
| MANUFACTURER | 1601-19 | Manufacturer |
| MANUFACTURING | 1305-11 | Production Manager (Manufacturing and Mining) |

M

| KEYWORD | CODE | TITLE |
|------------------|---------|---|
| | 7307-11 | Grease Manufacturing Plant Operator |
| | 7435-01 | Supervisor, Photographic Film Manufacturing Operators |
| | 7435-13 | Photographic Film Manufacturing Operator |
| | 8199-15 | Furniture Manufacturing Labourer |
| MARGARINE | 7431-23 | Margarine Blender |
| | 7431-23 | Margarine Maker |
| MARINE | 1399-99 | Marine Engineer Superintendent |
| | 3305-11 | Marine Pilot |
| | 3307-11 | Marine Engineer |
| | 3307-13 | Marine Engineer Surveyor |
| | 3307-15 | Marine Surveyor |
| | 3307-91 | Cadet Marine Engineer |
| | 3307-91 | Trainee Marine Engineer |
| | 4907-01 | Supervisor, Marine Construction Tradespersons |
| | 4907-11 | Loftsman/woman (Marine) |
| | 4907-91 | Apprentice Marine Construction Tradesperson |
| | 6609-01 | Chief Marine Steward |
| | 6609-13 | Marine Steward |
| | 7303-13 | Marine Engine and Boiler Operator |
| | 7303-13 | Marine Greaser |
| MARKER | 3103-27 | Tree Marker |
| | 8199-11 | Metal Processing Marker |
| MARKET | 1399-13 | Market Research Manager |
| | 1401-33 | Market Gardener |
| | 2907-99 | Market Research Analyst |
| | 5999-19 | Market Research Interviewer |
| | 6101-99 | Money Market Dealer |
| MARKETING | 1303-11 | Sales and Marketing Manager |
| | 2703-11 | Marketing Officer |
| MARRIAGE | 2603-13 | Marriage Counsellor |
| | 6699-99 | Marriage Celebrant |
| MASON | 4999-15 | Monumental Mason |
| MASSEUR/MASSEUSE | 6699-17 | Masseur/Masseuse |
| MASTER | 2999-99 | Master of the Court |
| | 3305-11 | Dredge Master |
| | 3305-11 | Ferry Master |
| | 3305-11 | Fishing Vessel Master |
| | 3305-11 | Ship's Master |
| | 3305-11 | Trawler Master |
| | 3305-11 | Tug Master |
| | 3305-15 | Master Fisherman/woman |
| | 7317-01 | Master Driller |
| | 7399-29 | Lock Master (Water Transport) |
| MASTER/MISTRESS | 1401-27 | Stud Master/Mistress |
| | 1599-21 | Railway Station Master/Mistress |
| MATCHER | 4911-17 | Fur Matcher |
| MATE | 3305-13 | Ship's Mate |
| MATERIALS | 2217-15 | Materials Engineer |
| | 2217-17 | Materials Scientist |
| | 6501-11 | Scrap Materials Buyer |
| | 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| | 7309-11 | Bulk Materials Handling Plant Operator |
| MATERNAL | 3401-13 | Maternal and Child Health Nurse |
| MATHEMATICAL | 2909-13 | Mathematical Statistician |
| MATHEMATICIAN | 2909-11 | Mathematician |
| MATRON | 1315-11 | Matron |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| MATTRESS | 4913-13 | Bedding and Mattress Maker |
| MAYOR/MAYORESS | 1101-99 | Mayor/Mayoress |
| MEASURES | 3905-99 | Weights and Measures Inspector |
| MEASURING | 7423-11 | Leather Measuring Operator |
| MEAT | 1401-25 | Chicken Meat Producer |
| | 3905-15 | Meat Inspector |
| | 4701-01 | Supervisor, Meat Tradespersons |
| | 4701-91 | Apprentice Meat Tradesperson |
| | 7431-19 | Meat and Fish Processing Machine Operator |
| | 7431-19 | Meat By-Products Machine Operator |
| | 7431-19 | Meat Mincer Operator |
| | 7431-19 | Meat Pickler |
| | 7431-19 | Meat Smokehouse Operator |
| | 8105-11 | Meat Packer |
| | 8105-11 | Meat Wrapper |
| | 8109-11 | Meat Grader |
| | 8199-35 | Meat Boner and Slicer |
| | 8199-35 | Meat Trimmer |
| MEATWORKS | 8199-33 | Meatworks Labourer |
| MECHANIC | 4103-11 | Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-11 | Plant Mechanic |
| | 4103-11 | Sewing Machine Mechanic |
| | 4103-15 | Textile Mechanic |
| | 4103-91 | Apprentice Mechanic (Diesel and Heavy Earthmoving Equipment) |
| | 4103-91 | Apprentice Sewing Machine Mechanic |
| | 4103-91 | Apprentice Textile Mechanic |
| | 4211-11 | Aircraft Mechanic (Engines) |
| | 4211-13 | Airframe Mechanic |
| | 4211-17 | Aircraft Mechanic (Radio) |
| | 4211-19 | Aircraft Mechanic (Instruments) |
| | 4211-91 | Apprentice Aircraft Mechanic |
| | 4307-11 | Air-Conditioning Mechanic |
| | 4307-13 | Refrigeration Mechanic |
| | 4307-91 | Apprentice Refrigeration and Air-Conditioning Mechanic |
| | 4309-11 | Electrical Mechanic |
| | 4309-91 | Apprentice Electrical Mechanic |
| | 4313-11 | Radio Mechanic |
| | 4313-11 | Television Mechanic |
| | 4315-11 | Business Equipment Mechanic |
| | 4399-11 | Lift Mechanic |
| | 4399-13 | Amusement Machine Mechanic |
| | 4601-11 | Automotive Air-Conditioning Mechanic |
| | 4601-11 | Brake Mechanic |
| | 4601-11 | Diesel Motor Mechanic |
| | 4601-11 | Motor Mechanic |
| | 4601-13 | Lawnmower Mechanic |
| | 4601-13 | Motorcycle Mechanic |
| | 4601-13 | Outboard Motor Mechanic |
| | 4601-13 | Small Engine Mechanic |
| | 4601-91 | Apprentice Brake Mechanic |
| | 4601-91 | Apprentice Diesel Motor Mechanic |
| | 4601-91 | Apprentice Motor Mechanic |
| | 4601-91 | Apprentice Motorcycle Mechanic |
| | 4601-91 | Apprentice Small Engine Mechanic |
| | 4999-11 | Dental Mechanic |
| | 4999-13 | Optical Mechanic |
| | 4999-29 | Armament Mechanic |
| | 4999-91 | Apprentice Dental Mechanic |
| | 4999-91 | Apprentice Optical Mechanic |
| | 4999-99 | Chainsaw Mechanic |
| | 7299-99 | Recovery Mechanic (Army) |

M

| KEYWORD | CODE | TITLE |
|-------------|---------|---|
| MECHANIC'S | 8101-99 | Motor Mechanic's Trades Assistant |
| MECHANICAL | 2213-11 | Chief Mechanical Engineer |
| | 2213-11 | Mechanical Engineer |
| | 3205-11 | Mechanical Engineering Associate |
| | 3205-11 | Mechanical Engineering Design Draftsperson |
| | 3205-11 | Mechanical Engineering Drafting Officer |
| | 3205-11 | Mechanical Engineering Technical Officer |
| | 3205-13 | Mechanical Detail Draftsperson |
| | 3205-13 | Mechanical Engineering Drafting Assistant |
| | 3205-13 | Mechanical Engineering Technician |
| | 7201-23 | Mechanical Bogger Operator |
| MECHANICS | 4307-01 | Supervisor, Refrigeration and Air-Conditioning Mechanics |
| | 4309-01 | Supervisor, Electrical Mechanics |
| | 4399-01 | Supervisor, Lift Mechanics |
| | 4601-01 | Supervisor, Vehicle Mechanics |
| MEDIA | 1305-13 | Producer (Media) |
| | 2703-11 | Media Officer |
| MEDICAL | 1201-11 | Medical Superintendent |
| | 2109-11 | Medical Laboratory Scientist |
| | 2109-13 | Medical Physicist |
| | 2301-11 | General Medical Practitioner |
| | 2303-99 | Medical Oncologist |
| | 2321-11 | Medical Diagnostic Radiographer |
| | 2321-13 | Medical Therapeutic Radiographer |
| | 2799-11 | Medical Record Administrator |
| | 2799-11 | Medical Record Librarian |
| | 3101-11 | Medical Laboratory Technical Officer |
| | 3101-13 | Medical Laboratory Technician |
| | 6201-15 | Sales Representative (Medical, Dental and Veterinary Equipment) |
| MEDICINE | 2303-23 | Nuclear Medicine Specialist |
| | 2303-39 | Specialist in Rehabilitation Medicine |
| | 2303-99 | Industrial Medicine Specialist |
| | 2303-99 | Occupational Medicine Specialist |
| | 2321-15 | Nuclear Medicine Technologist |
| | 2399-99 | Chinese Medicine Specialist |
| MELT | 7417-11 | Glass Melt Operator |
| MELTHOUSE | 7431-13 | Sugar Melthouse Attendant |
| MEMBER | 1101-11 | Member of Parliament |
| | 1103-17 | Administrative Appeals Tribunal Member |
| | 1103-19 | Industrial Tribunal Member |
| MENDER | 7425-21 | Textile Products Mender |
| MENTAL | 3401-17 | Registered Mental Retardation Nurse |
| MERCHANDISE | 1303-11 | Merchandise Manager |
| MERCHANT | 3305-11 | Merchant Ship's Captain |
| | 6501-11 | Scrap Merchant |
| MESS | 1503-11 | Mess Supervisor (Defence Forces) |
| MESSENGER | 5605-11 | Messenger |
| MESSENGERS | 5605-01 | Supervisor, Messengers and Delivery Officers |
| METAL | 3299-11 | Heat Metal Technician |
| | 4101-11 | Jigmaker (Metal) |
| | 4103-01 | Supervisor, Metal Fitters and Machinists |
| | 4103-13 | Machine Setter (Metal) |
| | 4103-13 | Metal Machinist (First Class) |
| | 4103-13 | Radial Driller (Metal) |
| | 4103-19 | Machine Tool Operator (Metal) |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 4103-19 | Metal Machinist (Second Class) |
| | 4103-21 | Metal Machinist (Third Class) |
| | 4103-91 | Apprentice Metal Fitter and Machinist |
| | 4203-01 | Supervisor, Metal Spinners |
| | 4203-15 | Metal Spinner |
| | 4203-17 | Guillotine Operator (Metal) |
| | 4203-17 | Metal Bending Machine Operator |
| | 4203-91 | Apprentice Metal Spinner |
| | 4205-11 | Metal Fabricator |
| | 4205-11 | Metal Fabricator-Welder |
| | 4205-13 | Structural Metal Fabricator |
| | 4205-91 | Apprentice Metal Fabricator |
| | 4207-01 | Supervisor, Metal Casting Tradespersons |
| | 4207-11 | Metal Casting Patternmaker |
| | 4207-13 | Metal Moulder |
| | 4207-91 | Apprentice Metal Casting Patternmaker |
| | 4207-91 | Apprentice Metal Casting Tradesperson |
| | 4209-01 | Supervisor, Metal Finishing Tradespersons |
| | 4209-11 | Metal Polisher |
| | 4209-15 | Metal Plater |
| | 4209-91 | Apprentice Metal Finishing Tradesperson |
| | 4209-91 | Apprentice Metal Polisher |
| | 4213-01 | Supervisor, Precision Metal Tradespersons |
| | 4213-91 | Apprentice Precision Metal Tradesperson |
| | 4907-11 | Metal Liner-off |
| | 4923-15 | Precious Metal Smith |
| | 7399-13 | Metal Roller |
| | 7399-13 | Metal Rolling Mill Operator |
| | 7401-01 | Supervisor, Basic Metal Products Machine Operators |
| | 7401-13 | Metal Pourer |
| | 7401-17 | Metal Extrusion Press Operator |
| | 7403-11 | Metal Press Operator |
| | 7405-11 | Metal Dresser and Grinder |
| | 7405-11 | Metal Sprayer |
| | 7405-11 | Other Metal Products Machine Operators |
| | 8101-11 | Metal Forger's Assistant |
| | 8101-11 | Metal Moulder's Assistant |
| | 8101-11 | Metal Trades Assistant |
| | 8103-11 | Metal and Metal Products Assembler |
| | 8103-11 | Metal Window Assembler |
| | 8109-13 | Metal Products Viewer |
| | 8199-11 | Metal Dipper |
| | 8199-11 | Metal Processing and Finishing Factory Hand |
| | 8199-11 | Metal Processing and Finishing Labourer |
| | 8199-11 | Metal Processing Marker |
| METAL-INERT-GAS | 4205-19 | Metal-Inert-Gas Welder |
| METALLOGRAPHER | 2217-13 | Metallographer |
| METALLURGICAL | 2217-15 | Metallurgical Engineer |
| | 3299-11 | Metallurgical Technician |
| METALLURGIST | 2217-11 | Extractive Metallurgist |
| | 2217-11 | Primary Metallurgist |
| | 2217-13 | Industrial Metallurgist |
| | 2217-13 | Physical Metallurgist |
| | 2217-13 | Quality Control Metallurgist |
| | 2217-13 | Radiological Metallurgist |
| | 2217-13 | Secondary Metallurgist |
| METALS | 7315-11 | Metals Furnace Operator |
| | 7401-13 | Ladleman/woman (Metals) |
| METALWARE | 4923-01 | Supervisor, Jewellery and Precious Metalware Tradespersons |
| | 4923-91 | Apprentice Jewellery and Precious Metalware Tradesperson |
| METEOROLOGICAL | 3103-15 | Meteorological Technical Officer |
| | 3103-17 | Meteorological Observer |

M

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| METEOROLOGIST | 2199-15 | Meteorologist |
| | 2199-15 | Research Meteorologist |
| METER | 5999-11 | Meter Reader |
| | 5999-11 | Meter Records Clerk |
| | 8999-99 | Parking Meter Collector |
| METHODS | 1309-11 | Organisation and Methods Manager |
| | 2219-17 | Methods Engineer |
| | 2799-15 | Organisation and Methods Analyst |
| METROPOLITAN | 4505-17 | Newspaper Press Machinist (Metropolitan) |
| MICROBIOLOGIST | 2107-99 | Microbiologist |
| | 2303-37 | Clinical Microbiologist |
| MICROBIOLOGY | 3101-13 | Clinical Microbiology Technician |
| | 3103-25 | Microbiology Technical Officer |
| MICROFICHE | 7435-11 | Microfiche Reproduction Operator |
| MICROPHONE | 3903-99 | Microphone Boom Operator |
| MIDSHIPMAN | 1319-91 | Midshipman |
| MIDWIFE | 3401-15 | Registered Midwife |
| MILITARY | 1307-11 | Military Supply Officer |
| | 2219-99 | Military Armament Engineer |
| | 2219-99 | Military Instrument Engineer |
| | 2903-15 | Military Psychologist |
| | 2999-99 | Military Personnel Selection Assessor |
| | 3303-25 | Aircraft Crewman/woman (Military and Rescue) |
| | 3999-33 | Military Disciplinary Supervisor |
| | 4999-29 | Military Explosives Technician |
| | 6699-99 | Military Steward |
| | 7299-99 | Military Aircraft Handler |
| | 7499-19 | Military Weapons Operator |
| MILK | 1501-11 | Milk Bar Manager |
| | 6501-13 | Milk Vendor |
| | 7431-21 | Dried Milk Products Maker |
| | 7431-21 | Milk Treatment Machine Operator |
| | 8109-11 | Milk and Cream Grader |
| | 8199-43 | Milk Processing Worker |
| MILL | 7303-11 | Sugar Mill Engine Driver |
| | 7399-13 | Metal Rolling Mill Operator |
| | 7399-13 | Rolling Mill Assistant |
| MILLER | 4799-11 | Miller |
| | 4799-11 | Stockfeed Miller |
| | 4799-93 | Trainee Miller |
| MILLERS | 4799-01 | Supervisor, Millers |
| MILLINER | 4911-21 | Milliner |
| MILLING | 4103-13 | Milling Machinist |
| | 7431-11 | Stockfeed Milling Machine Operator |
| MIME | 2817-99 | Mime |
| MINCER | 7431-19 | Meat Mincer Operator |
| MINDER | 6601-15 | Child Minder |
| MINE | 3299-99 | Mine Deputy |
| | 3299-99 | Mine Undermanager |
| | 3299-99 | Mine Ventilation Officer |
| | 7313-11 | Mine Cage Attendant |
| | 8415-11 | Mine Sampler |
| | 8415-11 | Mine Ventilation Hand |

| KEYWORD | CODE | TITLE |
|--------------|---------|---|
| MINER | 4909-13 | Stope Miner |
| | 7201-23 | Development Machine Miner |
| | 7201-23 | Longwall Miner Operator |
| | 8415-11 | Opal Miner |
| | 8415-11 | Salvage Miner |
| MINERAL | 3103-17 | Mineral Separation Technician |
| | 7399-11 | Mineral Ore Treating Plant Operator |
| | 8415-15 | Mineral Ore Processing Labourer |
| MINES | 3905-13 | Mines Inspector |
| MINING | 1305-11 | Production Manager (Manufacturing and Mining) |
| | 2215-11 | Chief Mining Engineer |
| | 2215-11 | Mining Engineer (except Petroleum) |
| | 3299-99 | Mining Detail Draftsperson |
| | 3299-99 | Mining Technician |
| | 7201-01 | Shift Boss (Mining) |
| | 7201-21 | Mining Shovel Operator |
| | 7201-21 | Open Cut Mining Plant Operator |
| | 7201-23 | Continuous Mining Machine Operator |
| | 8415-11 | Mining Labourer |
| | 8415-11 | Roof Bolter (Mining) |
| | 8415-11 | Timberman/woman (Mining) |
| MINISTER | 1101-11 | Government Minister |
| | 1101-11 | Prime Minister |
| | 2607-11 | Minister of Religion |
| | 2607-11 | Student Minister |
| MISSION | 1101-99 | Head of Diplomatic Mission |
| MIXED | 1401-29 | Mixed Farm Manager |
| | 1401-29 | Mixed Farmer |
| MIXER | 3903-11 | Re-recording Mixer |
| | 3903-11 | Sound Mixer |
| | 3903-15 | Vision Mixer |
| | 7105-13 | Concrete Mixer Driver |
| | 7411-13 | Explosives Mixer Operator |
| | 7431-15 | Soft Drink Mixer |
| MIXING | 3903-11 | Dubbing Projectionist (Sound Mixing) |
| MODEL | 4905-21 | Model Maker |
| | 4905-91 | Apprentice Model Maker |
| | 6599-99 | Model |
| MOLECULAR | 2107-15 | Molecular Biologist |
| MONEY | 6101-99 | Money Market Dealer |
| | 8999-99 | Public Telephone Money Collector |
| MONKEY | 4909-11 | Powder Monkey |
| MONKEY'S | 8101-99 | Powder Monkey's Assistant |
| MONUMENTAL | 4999-15 | Monumental Mason |
| MORPHOLOGIST | 2107-11 | Animal Morphologist |
| | 2107-19 | Plant Morphologist |
| MORTARMAN | 7499-19 | Mortarman |
| MORTICIAN | 6699-11 | Mortician |
| MOSAIC | 4413-11 | Mosaic Tiler |
| MOTHERCRAFT | 6603-11 | Mothercraft Nurse |
| MOTHERHOOD | 6603-11 | Motherhood Nurse |
| MOTION | 3903-13 | Motion Picture Camera Operator |
| | 4999-17 | Motion Picture Projectionist |

M

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| MOTOR | 3307-11 | Motor Vessel Engineer Officer |
| | 4601-11 | Diesel Motor Mechanic |
| | 4601-11 | Motor Mechanic |
| | 4601-13 | Outboard Motor Mechanic |
| | 4601-91 | Apprentice Diesel Motor Mechanic |
| | 4601-91 | Apprentice Motor Mechanic |
| | 6301-19 | Sales Assistant (Caravans and Motor Vehicles) |
| | 8101-99 | Motor Mechanic's Trades Assistant |
| | 8301-21 | Motor Vehicle Cleaner |
| MOTORCYCLE | 4601-13 | Motorcycle Mechanic |
| | 4601-91 | Apprentice Motorcycle Mechanic |
| MOTORMAN/WOMAN | 7303-11 | Motorman/woman (Fluids Drilling) |
| MOULD | 4101-11 | Plastic Mould Maker |
| | 8199-25 | Mould Hand (Plastics) |
| | 8199-31 | Glass Mould Cleaner |
| MOULDER | 4207-13 | Metal Moulder |
| | 4207-13 | Moulder and Coremaker |
| | 4207-91 | Apprentice Moulder and Coremaker |
| | 7401-11 | Machine Moulder |
| | 7411-11 | Toiletries Moulder and Compressor |
| | 7413-99 | Sawmill Moulder Operator |
| | 7419-11 | Concrete Pre-cast Moulder |
| | 7419-21 | Fibre-Cement Moulder |
| MOULDER'S | 8101-11 | Metal Moulder's Assistant |
| MOULDING | 7407-11 | Plastics Moulding Machine Setter |
| | 7407-15 | Blow Moulding Machine Operator |
| | 7407-15 | Compression Moulding Machine Operator |
| | 7407-15 | Injection Moulding Machine Operator |
| | 7407-15 | Plastics Moulding Machine Operator |
| | 7407-15 | Rotational Moulding Machine Operator |
| MOWER | 8205-13 | Lawn Mower |
| MUD | 2103-11 | Mud Logger |
| | 2215-13 | Mud Engineer |
| MUFFLER | 8923-11 | Muffler Fitter |
| MULTI | 7427-13 | Textile Sewing Machinist (Multi Needle) |
| MULTI-CULTURAL | 2407-99 | Teacher of Multi-cultural Studies |
| MUNICIPAL | 2209-11 | Municipal Engineer |
| MUNITIONS | 8199-23 | Munitions Factory Hand |
| MUSEUM | 3999-13 | Museum and Art Gallery Technician |
| MUSIC | 2505-13 | Music Teacher (Private) |
| | 2815-11 | Music Director |
| | 2815-99 | Music Arranger |
| | 2815-99 | Music Copyist |
| MUSICAL | 4925-01 | Supervisor, Musical Instrument Makers and Repairers |
| | 4925-91 | Apprentice Musical Instrument Maker and Repairer |
| | 4925-99 | Musical Instrument Maker |
| | 6201-99 | Sales Representative (Musical Goods) |
| | 6301-99 | Sales Assistant (Musical Equipment and Supplies) |
| MUSICIAN | 2815-17 | Instrumental Musician |
| MUSTERER | 8201-11 | Musterer |
| MYCOLOGICAL | 3103-27 | Mycological Technician |

| KEYWORD | CODE | TITLE |
|--------------------|--|---|
| NANNY | 6601-99 | Nanny |
| NATUROPATH | 2399-99 | Naturopath |
| NAVAL | 1201-11 2219-15 | Naval ranks above and including Commodore Naval Architect |
| NAVIGATING | 3305-13 | Ship's Navigating Officer |
| NAVIGATOR | 3303-23 | Aircraft Navigator |
| NAVY | 1319-15 3303-23 3305-13 7499-19 | Lieutenant (Navy) Observer (Navy) Seaman Officer (Navy) Fire Controller (Navy) |
| NEEDLE | 7425-99 7427-11 7427-13 | Needle Loom Operator Textile Sewing Machinist (Single Needle) Textile Sewing Machinist (Multi Needle) |
| NEGATIVE | 7435-11 | Negative Producer and Cutter |
| NEIGHBOURHOOD | 3901-11 | Neighbourhood Centre Coordinator |
| NEPHROLOGIST | 2303-99 | Nephrologist |
| NEUROANATOMIST | 2107-11 | Neuroanatomist |
| NEUROLOGIST | 2303-99 | Neurologist |
| NEUROPHYSIOLOGICAL | 3101-99 | Neurophysiological Technician |
| NEUROPSYCHOLOGIST | 2903-11 | Neuropsychologist |
| NEUROSURGEON | 2303-35 | Neurosurgeon |
| NEUROSURGICAL | 3401-99 | Neurosurgical Nurse |
| NEWS | 2807-01 2807-13 2807-13 | News Editor News Correspondent Roundsmen/woman (News) |
| NEWSAGENCY | 1501-11 | Newsagency Manager |
| NEWSBOY/GIRL | 6501-17 | Newsboy/girl |
| NEWSPAPER | 4505-17 8199-29 | Newspaper Press Machinist (Metropolitan) Newspaper Press General Hand |
| NEWSPAPERS | 6301-21 | Sales Assistant (Stationery, Newspapers and Books) |
| NIGHT | 8911-13 | Night Watchman/woman |
| NITROCELLULOSE | 7411-13 | Nitrocellulose Maker |
| NON-DESTRUCTIVE | 3299-11 | Non-Destructive Testing Technician |
| NOSE | 2303-31 | Ear, Nose and Throat Specialist |
| NOVELIST | 2809-11 | Novelist |
| NOXIOUS | 3905-99 | Vermin and Noxious Weeds Inspector |
| NUCLEAR | 2303-23 2321-15 | Nuclear Medicine Specialist Nuclear Medicine Technologist |
| NUMBER | 5503-99 7499-19 | Railway Number Taker Gun Number |
| NURSE | 1315-11 2505-25 2505-25 3401-01 3401-11 3401-13 3401-13 3401-13 | Nurse Administrator Clinical Nurse Teacher Nurse Educator Charge Nurse Registered General Nurse Domiciliary Nurse Infant Welfare Nurse Maternal and Child Health Nurse |

N

| KEYWORD | CODE | TITLE |
|------------------|---------|--------------------------------------|
| | 3401-13 | Occupational Health Nurse |
| | 3401-13 | Registered Community Health Nurse |
| | 3401-17 | Registered Mental Retardation Nurse |
| | 3401-19 | Registered Psychiatric Nurse |
| | 3401-91 | Student Registered Nurse |
| | 3401-91 | Student Registered Psychiatric Nurse |
| | 3401-99 | Coronary Care Nurse |
| | 3401-99 | Geriatric Care Nurse |
| | 3401-99 | Intensive Care Nurse |
| | 3401-99 | Neurosurgical Nurse |
| | 3401-99 | Oncological Nurse |
| | 3401-99 | Operating Theatre Nurse |
| | 3401-99 | Paediatric Nurse |
| | 3401-99 | Spinal Injuries Nurse |
| | 6603-11 | Enrolled Nurse |
| | 6603-11 | Mothercraft Nurse |
| | 6603-11 | Motherhood Nurse |
| | 6603-91 | Student Enrolled Nurse |
| | 6605-11 | Dental Nurse |
| | 8921-15 | Nurse Attendant |
| | 8999-23 | Animal Nurse |
| | 8999-23 | Veterinary Nurse |
| NURSERY | 4801-01 | Supervisor, Plant Nursery |
| | 6601-15 | Children's Nursery Assistant |
| | 8205-11 | Nursery Assistant (Horticulture) |
| | 8205-11 | Nursery Hand (Horticulture) |
| NURSERYMAN/WOMAN | 4801-11 | Nurseryman/woman |
| | 4801-91 | Apprentice Nurseryman/woman |
| NURSERYMEN/WOMEN | 4801-01 | Supervisor, Nurserymen/women |
| NURSES' | 6603-11 | Nurses' Aide |
| NURSING | 1315-11 | Director of Nursing |
| | 1315-11 | Nursing Superintendent |
| | 3401-01 | Nursing Supervisor |
| | 8921-15 | Nursing Assistant |
| NUT | 1401-31 | Fruit and Nut Farm Manager |
| | 1401-31 | Fruit and Nut Grower |
| | 8201-13 | Fruit, Vegetable and Nut Farm Hand |
| | 8201-13 | Fruit, Vegetable and Nut Picker |
| NUTRITIONIST | 2107-23 | Animal Nutritionist |
| | 2399-13 | Nutritionist |

| KEYWORD | CODE | TITLE |
|---------------|---------|---|
| OBSERVER | 3103-17 | Gravity Prospecting Observer |
| | 3103-17 | Meteorological Observer |
| | 3103-17 | Seismic Prospecting Observer |
| | 3303-23 | Observer (Navy) |
| | 3303-25 | Air Observer (Rescue) |
| | 3303-25 | Helicopter Observer (Rescue) |
| | 7107-91 | Locomotive Observer |
| OBSTETRICIAN | 2303-15 | Obstetrician and Gynaecologist |
| OCCUPATIONAL | 1309-11 | Occupational Health and Safety Manager |
| | 2303-99 | Occupational Medicine Specialist |
| | 2309-11 | Occupational Therapist |
| | 2903-15 | Occupational Psychologist |
| | 2999-99 | Occupational Hygienist |
| | 3401-13 | Occupational Health Nurse |
| OCEANOGRAPHER | 2103-13 | Physical Oceanographer |
| OENOLOGIST | 2999-99 | Oenologist |
| OFFAL | 8199-33 | Offal Separator |
| OFFICE | 4315-01 | Supervisor, Office Equipment and Computer Servicers |
| | 4315-11 | Office Equipment Servicer |
| | 4315-91 | Apprentice Office Equipment and Computer Servicer |
| | 4315-91 | Trainee Office Equipment and Computer Servicer |
| | 5101-01 | Supervisor, Office Secretaries and Stenographers |
| | 5101-11 | Office Secretary |
| | 5101-13 | Office Stenographer |
| | 5905-13 | Employment Office Clerk |
| | 6301-21 | Sales Assistant (Office Supplies) |
| | 6301-99 | Sales Assistant (EDP and Office Equipment) |
| | 6403-13 | Office Cashier |
| | 8301-13 | Office Cleaner |
| OFFICER | 1307-11 | Military Supply Officer |
| | 1319-11 | Commissioned Police Officer |
| | 1319-13 | Commissioned Fire Officer |
| | 1319-15 | Commissioned Defence Force Officer (Management) |
| | 1319-91 | Officer Cadet |
| | 1319-91 | Trainee Officer (Defence Forces) |
| | 2107-27 | Agricultural Extension Officer |
| | 2605-99 | Corporate Legal Officer |
| | 2607-11 | Salvation Army Officer |
| | 2703-11 | Information Officer (Public Relations) |
| | 2703-11 | Marketing Officer |
| | 2703-11 | Media Officer |
| | 2703-11 | Press Officer |
| | 2703-11 | Promotions Officer |
| | 2703-11 | Public Relations Officer |
| | 2703-11 | Publicity Officer |
| | 2705-11 | Employment Officer |
| | 2705-11 | Equal Employment Officer |
| | 2705-11 | Personnel Officer |
| | 2705-11 | Recruitment Officer |
| | 2705-13 | Training Officer |
| | 2705-15 | Staff Development Officer |
| | 2799-13 | Industrial Officer |
| | 2799-13 | Industrial Relations Officer |
| | 2799-15 | Work Study Officer |
| | 2811-13 | Casting Officer |
| | 2903-13 | Educational Guidance Officer |
| | 2905-11 | Curriculum Development Officer |
| | 2905-13 | Education Officer |
| | 2905-13 | Home-School Liaison Officer |
| | 2999-17 | Activities Officer |
| | 2999-17 | Recreation Officer |
| | 2999-23 | Intelligence Officer |

| KEYWORD | CODE | TITLE |
|---------|---------|--|
| | 3101-11 | Medical Laboratory Technical Officer |
| | 3103-11 | Chemical Instrumentation Technical Officer |
| | 3103-11 | Chemical Research Technical Officer |
| | 3103-11 | Chemistry Technical Officer |
| | 3103-15 | Earth Science Technical Officer |
| | 3103-15 | Geology Technical Officer |
| | 3103-15 | Geophysical Technical Officer |
| | 3103-15 | Meteorological Technical Officer |
| | 3103-15 | Soils Science Technical Officer |
| | 3103-19 | Optics Technical Officer |
| | 3103-19 | Physics Technical Officer |
| | 3103-19 | Spectroscopic Technical Officer |
| | 3103-23 | Dyeing and Finishing Technical Officer |
| | 3103-23 | Fabric Design Technical Officer |
| | 3103-23 | Textiles Technical Officer |
| | 3103-25 | Biology Technical Officer |
| | 3103-25 | Botany Technical Officer |
| | 3103-25 | Ecological Technical Officer |
| | 3103-25 | Fisheries Technical Officer |
| | 3103-25 | Forestry Technical Officer |
| | 3103-25 | Life Science Technical Officer |
| | 3103-25 | Microbiology Technical Officer |
| | 3103-25 | Zoology Technical Officer |
| | 3103-29 | Agricultural Technical Officer |
| | 3103-29 | Cereals Technical Officer |
| | 3103-29 | Horticultural Technical Officer |
| | 3201-11 | Electrical Engineering Drafting Officer |
| | 3201-11 | Electrical Engineering Technical Officer |
| | 3201-11 | Relays Drafting Officer |
| | 3201-15 | Aircraft Electronics Technical Officer |
| | 3201-15 | Communications and Data Systems Drafting Officer |
| | 3201-15 | Communications Engineering Technical Officer |
| | 3201-15 | Control Systems Drafting Officer |
| | 3201-15 | Digital Controls Technical Officer |
| | 3201-15 | Electronics Engineering Drafting Officer |
| | 3201-15 | Electronics Engineering Technical Officer |
| | 3201-15 | Process Control Technical Officer |
| | 3201-15 | Radio Maintenance Officer |
| | 3201-15 | Telecommunications Technical Officer |
| | 3203-11 | Civil Engineering Drafting Officer |
| | 3203-11 | Civil Engineering Technical Officer |
| | 3203-11 | Sewage Reticulation Drafting Officer |
| | 3203-11 | Structural Engineering Drafting Officer |
| | 3205-11 | Air-Conditioning Drafting Officer |
| | 3205-11 | Heating and Ventilating Technical Officer |
| | 3205-11 | Mechanical Engineering Drafting Officer |
| | 3205-11 | Mechanical Engineering Technical Officer |
| | 3207-13 | Architectural Drafting Officer |
| | 3207-13 | Architectural Technical Officer |
| | 3207-15 | Engineering Survey Drafting Officer |
| | 3207-15 | Topographic Drafting Officer |
| | 3299-99 | Aeronautical Engineering Technical Officer |
| | 3299-99 | Airframe Technical Officer |
| | 3299-99 | Lighting Design Drafting Officer |
| | 3299-99 | Mine Ventilation Officer |
| | 3299-99 | Production Planning Officer (Engineering) |
| | 3299-99 | Shipbuilding Design Drafting Officer |
| | 3299-99 | Welding Technical Officer |
| | 3303-13 | Flight Service Officer |
| | 3303-93 | Trainee Flight Service Officer |
| | 3303-99 | Air Defence Officer |
| | 3305-13 | Seaman Officer (Navy) |
| | 3305-13 | Ship's Navigating Officer |
| | 3305-13 | Ship's Officer |
| | 3305-91 | Cadet Deck Officer |
| | 3307-11 | Motor Vessel Engineer Officer |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 3307-11 | Ship's Engineer Officer |
| | 3501-13 | Plain Clothes Police Officer |
| | 3901-11 | Community Development Officer |
| | 3901-13 | Parole Officer |
| | 3901-13 | Probation Officer |
| | 3901-15 | Welfare Officer |
| | 3901-17 | Youth Officer |
| | 3905-19 | Customs Examining Officer |
| | 3905-25 | Stream Control Officer |
| | 3905-27 | Corporate Safety Officer |
| | 3909-11 | Ambulance Officer |
| | 3911-01 | Chief Prison Officer |
| | 3911-11 | Prison Officer |
| | 3913-11 | Purchasing Officer |
| | 3913-11 | Supply Officer |
| | 3999-33 | Disciplinary Warrant Officer |
| | 3999-33 | Warrant Officer Coxswain |
| | 5301-19 | Credit Officer |
| | 5301-19 | Loans Officer |
| | 5601-13 | Customer Service Officer |
| | 5601-13 | Inquiry Officer |
| | 5907-99 | Sheriff's Officer |
| | 5907-99 | Trust Officer |
| | 5909-13 | Postal Officer |
| | 6101-99 | Corporate Finance Officer |
| | 6405-11 | Airline Traffic Officer (Passenger Services) |
| | 6507-13 | Tourist Officer |
| | 7211-11 | Fire Prevention Officer |
| | 8911-11 | Railway Patrol Officer |
| | 8911-13 | Protective Service Officer |
| | 8911-13 | Security Officer |
| | 8911-13 | Security Patrol Officer |
| | 8999-99 | First Aid Officer |
| OFFICERS | 3905-01 | Supervisor, Inspectors and Regulatory Officers |
| | 5605-01 | Supervisor, Messengers and Delivery Officers |
| | 8911-01 | Supervisor, Guards and Security Officers |
| OFFICIAL | 2799-13 | Trade Union Official |
| | 3915-17 | Racecourse Official |
| OFFSET | 4505-19 | Small Offset Printing Machinist |
| OFFSHORE | 4999-21 | Offshore Diver |
| OFFSIDER | 8415-13 | Driller's Offsider |
| | 8415-13 | Well Treatment Offsider |
| | 8909-17 | Truck Driver's Offsider |
| OIL | 2215-13 | Oil and Gas Drilling Engineer |
| | 7307-01 | Supervisor, Oil and Gas Well Treatment Operators |
| | 7307-01 | Supervisor, Oil, Gas and Pipe Testing Operators |
| | 7307-13 | Oil and Gas Well Treatment Operator |
| | 7307-13 | Oil Well Cementer |
| | 7307-15 | Oil and Gas Production Testing Operator |
| | 7307-15 | Oil, Gas and Pipe Tester |
| | 7399-17 | Oil Tempering Operator |
| OILER | 7201-91 | Dragline Oiler |
| | 7201-91 | Shovel Oiler |
| OILSEED | 1401-11 | Grain, Oilseed and Pasture Farm Manager |
| | 1401-11 | Grain, Oilseed and Pasture Grower |
| | 7399-99 | Oilseed Processing Operator |
| OLERICULTURIST | 1401-33 | Olericulturist |
| OMBUDSMAN/WOMAN | 1201-11 | Ombudsman/woman |
| ONCOLOGICAL | 3401-99 | Oncological Nurse |

O

| KEYWORD | CODE | TITLE |
|------------|---------|--|
| ONCOLOGIST | 2303-23 | Radiation Oncologist |
| | 2303-35 | Surgical Oncologist |
| | 2303-99 | Medical Oncologist |
| ONSHORE | 4999-23 | Onshore Diver |
| OPAL | 4923-13 | Opal Polisher |
| | 8415-11 | Opal Miner |
| OPEN | 7201-21 | Open Cut Mining Plant Operator |
| | 7315-11 | Open Hearth Furnace Operator |
| OPENER | 8199-39 | Oyster Opener |
| OPERA | 2815-13 | Concert and Opera Singer |
| OPERATING | 3401-99 | Operating Theatre Nurse |
| OPERATIONS | 1311-11 | Operations Manager (Data Processing) |
| | 2909-11 | Operations Research Analyst |
| | 3903-01 | Supervising Technician, Radio Operations |
| | 3903-01 | Supervising Technician, TV Production Operations |
| OPERATOR | 3305-11 | Hovercraft Operator |
| | 3305-11 | Hydrofoil Operator |
| | 3903-11 | Audio Operator |
| | 3903-11 | Dubbing Machine Operator |
| | 3903-13 | Motion Picture Camera Operator |
| | 3903-15 | Telecine Operator |
| | 3903-15 | Television Camera Operator |
| | 3903-15 | Television Equipment Operator |
| | 3903-17 | Broadcast Transmitter Operator |
| | 3903-99 | Microphone Boom Operator |
| | 3999-11 | Radio Operator |
| | 3999-99 | Radar Operator |
| | 3999-99 | Sonar Operator |
| | 4103-19 | Machine Tool Operator (Metal) |
| | 4203-17 | Guillotine Operator (Metal) |
| | 4203-17 | Metal Bending Machine Operator |
| | 4203-17 | Sheetmetal Rolling Machine Operator |
| | 4205-19 | Gas-shielded Arc Welding Operator |
| | 4503-15 | Electronic Scanner Operator (Printing) |
| | 4503-15 | Process Camera Operator (Printing) |
| | 4507-11 | Paper Guillotine Operator (Bookbinding) |
| | 4901-11 | Automatic Profile Sander Operator |
| | 4901-11 | Copy Lathe Operator |
| | 4901-11 | Double-End Tenoner Operator |
| | 4901-11 | Edge Bander Operator |
| | 4901-11 | Panel Saw Operator |
| | 4901-13 | Wood Turning Lathe Operator |
| | 4921-13 | Glass Blowing Lathe Operator |
| | 5105-11 | Word Processing Operator |
| | 5201-11 | Computer Console Operator |
| | 5201-11 | Computer Operator |
| | 5201-13 | Data Entry Operator |
| | 5201-13 | Data Processing Operator |
| | 5201-13 | Remote Computer Terminal Operator |
| | 5201-13 | Verifier Operator |
| | 5201-13 | Visual Display Unit Operator |
| | 5201-15 | Data Transceiver Operator |
| | 5201-15 | Electronic Mail Operator |
| | 5201-99 | Cryptographic Machine Operator |
| | 5203-11 | Business Machine Operator |
| | 5603-11 | Phonogram Operator |
| | 5603-11 | Switchboard Operator |
| | 5603-11 | Telephone Operator |
| | 6101-11 | Trading Floor Operator (Stock Exchange) |
| | 6403-11 | Checkout Operator |
| | 6403-11 | Service Station Console Operator |

| KEYWORD | CODE | TITLE |
|---------|---------|---|
| | 7201-11 | Bulldozer Operator |
| | 7201-13 | Scraper Operator (Earthmoving) |
| | 7201-15 | Back-hoe Operator |
| | 7201-17 | Trench-digging Machine Operator |
| | 7201-19 | Bobcat Operator |
| | 7201-19 | Front-end Loader Operator |
| | 7201-19 | Loader Operator (Earthmoving) |
| | 7201-21 | Bucketwheel Excavator Operator |
| | 7201-21 | Dragline Operator |
| | 7201-21 | Mining Shovel Operator |
| | 7201-21 | Open Cut Mining Plant Operator |
| | 7201-23 | Continuous Mining Machine Operator |
| | 7201-23 | Longwall Miner Operator |
| | 7201-23 | Mechanical Bogger Operator |
| | 7201-23 | Underground Plant Operator |
| | 7201-23 | Underground Truck Operator |
| | 7201-25 | Dredge Operator |
| | 7201-27 | Grader Operator |
| | 7201-29 | Excavator Operator |
| | 7201-29 | Hydraulic Rock Breaker Operator |
| | 7201-91 | Trainee Excavating and Earthmoving Plant Operator |
| | 7203-13 | Straddle Carrier Operator |
| | 7205-11 | Forwarder Operator |
| | 7205-11 | Logging Plant Operator |
| | 7205-11 | Skidder Operator |
| | 7205-11 | Tree Feller Operator |
| | 7207-11 | Paving Plant Operator |
| | 7207-13 | Compactor Operator |
| | 7207-13 | Road Roller Operator |
| | 7209-11 | Cotton Picking Machine Operator |
| | 7209-11 | Farm Machinery Operator |
| | 7209-11 | Harvester Operator |
| | 7209-13 | Amenity Horticulture Machine Operator |
| | 7209-13 | Auto Scythe Operator |
| | 7209-13 | Rotary Hoe Operator |
| | 7299-11 | Railway Track Repair Machine Operator |
| | 7299-99 | Cable Ferry Operator |
| | 7299-99 | Road Sweeper Operator |
| | 7299-99 | Specialist Vehicles Operator (Army) |
| | 7301-11 | Hydro-electric Station Operator |
| | 7301-11 | Power Generation Plant Operator |
| | 7301-11 | Power Generation Turbine Room Operator |
| | 7303-11 | Air-Conditioning Plant Operator |
| | 7303-11 | Refrigeration Plant Operator |
| | 7303-11 | Stationary Engine and Boiler Operator |
| | 7303-13 | Marine Engine and Boiler Operator |
| | 7305-11 | Chemical Plant Operator |
| | 7305-11 | Fermentation Operator (Chemicals) |
| | 7305-11 | Industrial Gas Production Operator |
| | 7305-11 | Pharmaceutical Plant Operator |
| | 7305-11 | Pilot Plant Operator |
| | 7305-91 | Trainee Chemical Plant Operator |
| | 7307-11 | Gas Compressor Turbine Operator |
| | 7307-11 | Grease Manufacturing Plant Operator |
| | 7307-11 | Petroleum and Gas Refining and Pumping Operator |
| | 7307-11 | Petroleum Blending Plant Operator |
| | 7307-11 | Petroleum Process Unit Operator |
| | 7307-11 | Petroleum Shipping Plant Operator |
| | 7307-13 | Oil and Gas Well Treatment Operator |
| | 7307-13 | Well Treatment Blender Operator |
| | 7307-13 | Well Treatment Pump Operator |
| | 7307-15 | Oil and Gas Production Testing Operator |
| | 7307-15 | Torque-turn Computer Operator |
| | 7309-11 | Bucketwheel Reclaimer Operator |
| | 7309-11 | Bulk Materials Handling Plant Operator |
| | 7309-11 | Car Dumper Operator |

Q

KEYWORD

CODE

TITLE

| | |
|---------|--|
| 7309-11 | Conveyor Belt Operator |
| 7309-11 | Ore Stacker Operator |
| 7309-11 | Tank Farm Operator |
| 7309-11 | Train Loader Operator |
| 7311-11 | Cherry Picker Operator |
| 7311-11 | Crane Operator |
| 7311-11 | Portainer Operator |
| 7313-11 | Hoist, Winch and Lift Operator |
| 7315-11 | Basic Oxygen Steelmaking Furnace Operator |
| 7315-11 | Blast Furnace Operator |
| 7315-11 | Metals Furnace Operator |
| 7315-11 | Open Hearth Furnace Operator |
| 7315-11 | Pot Operator (Aluminium) |
| 7315-11 | Smelting Furnace Operator |
| 7315-13 | Heat Treatment Furnace Operator |
| 7315-13 | Soaking Pit Furnace Operator |
| 7315-15 | Clay Products Kiln Operator |
| 7315-15 | Kiln Operator |
| 7315-15 | Ore Roaster Operator |
| 7315-15 | Pellet Plant Operator |
| 7315-15 | Timber Kiln Operator |
| 7315-17 | Crematorium Plant Operator |
| 7315-17 | Incinerator Plant Operator |
| 7317-11 | Air Track Operator |
| 7317-11 | Coal Seam Drill Operator |
| 7317-11 | Drilling Plant Operator |
| 7317-11 | Fishing Tool Operator |
| 7317-11 | Jumbo Drill Operator |
| 7317-11 | Long Hole Drill Operator |
| 7317-11 | Power Tong Operator |
| 7317-11 | Raise Drill Operator |
| 7317-11 | Reeled Tubing Operator |
| 7317-11 | Rock Drill Operator |
| 7317-11 | Rotary Drill Operator |
| 7317-11 | Service Rig Operator |
| 7317-11 | Snubbing Unit Operator |
| 7399-11 | Coal Preparation Plant Operator |
| 7399-11 | Flotation Operator |
| 7399-11 | Mineral Ore Treating Plant Operator |
| 7399-11 | Ore and Stone Crusher Operator |
| 7399-11 | Ore Separator Operator |
| 7399-11 | Ore Treating Solution Operator |
| 7399-11 | Surface Hydraulic Fill Operator |
| 7399-11 | Wash Plant Operator |
| 7399-13 | Metal Rolling Mill Operator |
| 7399-15 | Paper Pulp Preparation Plant Operator |
| 7399-17 | Hardboard Plant Operator |
| 7399-17 | Hardboard Press Operator |
| 7399-17 | Oil Tempering Operator |
| 7399-17 | Wood Chipping and Particleboard Plant Operator |
| 7399-19 | Railway Switching and Signalling Operator |
| 7399-21 | Timber Treatment Plant Operator |
| 7399-23 | Concrete Pump Operator |
| 7399-25 | Insulation Cupola Operator |
| 7399-27 | Cement Production Plant Operator |
| 7399-29 | Sewage Plant Operator |
| 7399-29 | Water Supply and Treatment Plant Operator |
| 7399-31 | Electrolytic Cell Operator |
| 7399-33 | Anode Press Operator |
| 7399-33 | Rodding Press Operator |
| 7399-35 | Concrete Batching Plant Operator |
| 7399-99 | Clay Crusher Operator |
| 7399-99 | Oilseed Processing Operator |
| 7399-99 | Weighbridge Operator |
| 7401-13 | Casting Machine and Ladle Operator |
| 7401-15 | Wire Drawing Machine Operator |

| KEYWORD | CODE | TITLE |
|---------|---------|--|
| | 7401-17 | Metal Extrusion Press Operator |
| | 7403-11 | Metal Press Operator |
| | 7405-11 | Forging Machine Operator |
| | 7405-11 | Springmaking Machine Operator |
| | 7407-13 | Plastics Extruding Machine Operator |
| | 7407-15 | Blow Moulding Machine Operator |
| | 7407-15 | Compression Moulding Machine Operator |
| | 7407-15 | Injection Moulding Machine Operator |
| | 7407-15 | Plastics Moulding Machine Operator |
| | 7407-15 | Rotational Moulding Machine Operator |
| | 7407-15 | Thermoforming Machine Operator |
| | 7407-17 | Cellular Plastics Machine Operator |
| | 7407-17 | Plastics Foam Machine Operator |
| | 7407-19 | Plastics Sheet Press Operator |
| | 7407-21 | Plastics Blending Machine Operator |
| | 7409-11 | Tyre Production Machine Operator |
| | 7409-99 | Rubber Knitting Machine Operator |
| | 7409-99 | Rubber Roller Grinder Operator |
| | 7411-11 | Granulator Machine Operator |
| | 7411-11 | Pharmaceuticals and Toiletries Production Machine Operator |
| | 7411-11 | Tablet Making Machine Operator |
| | 7411-13 | Explosives Mixer Operator |
| | 7411-13 | Explosives Production Machine Operator |
| | 7413-13 | Ripsaw Operator |
| | 7413-13 | Trim Saw Operator |
| | 7413-19 | Veneer Guillotine Operator |
| | 7413-19 | Veneer Lathe and Slicer Operator |
| | 7413-19 | Veneer Production Machine Operator |
| | 7413-19 | Veneer Splicing Machine Operator |
| | 7413-19 | Veneer Trimmer Operator |
| | 7413-21 | Plywood Production Machine Operator |
| | 7413-23 | Particleboard Laminator Operator |
| | 7413-23 | Wood Laminating Press Operator |
| | 7413-99 | Debarker Operator |
| | 7413-99 | Drop-Sorter Operator |
| | 7413-99 | Hogger Operator |
| | 7413-99 | Machine Stress Grader Operator |
| | 7413-99 | Sawmill Moulder Operator |
| | 7415-11 | Fourdrinier Machine Operator |
| | 7415-11 | Inverform Machine Operator |
| | 7415-11 | Paperboard Machine Operator |
| | 7415-11 | Wet End Papermaking Machine Operator |
| | 7415-13 | Dry End Papermaking Machine Operator |
| | 7415-13 | Paper Rewinder Operator |
| | 7415-13 | Supercalender Operator (Papermaking) |
| | 7415-15 | Carton Making Machine Operator |
| | 7415-15 | Paper Products Machine Operator |
| | 7417-11 | Glass Furnace Operator |
| | 7417-11 | Glass Laminating Operator |
| | 7417-11 | Glass Melt Operator |
| | 7417-11 | Glass Production Machine Operator |
| | 7417-11 | Glass Toughening Operator |
| | 7419-11 | Concrete Pipe Machine Operator |
| | 7419-11 | Concrete Products Machine Operator |
| | 7419-13 | Clay Products Machine Operator |
| | 7419-13 | Clay, Brick and Tile Machine Operator |
| | 7419-15 | Stone Processing Machine Operator |
| | 7419-21 | Fibre-Cement Machine Operator |
| | 7421-11 | Gill Box Operator |
| | 7421-11 | Yarn Carding and Spinning Machine Operator |
| | 7421-11 | Yarn Drawing Machine Operator |
| | 7421-11 | Yarn Texture Machine Operator |
| | 7421-15 | Wool Scouring Operator |
| | 7423-11 | Fellmongering Machine Operator |
| | 7423-11 | Hide and Skin Fleshing Machine Operator |
| | 7423-11 | Hide and Skin Processing Machine Operator |

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| KEYWORD | CODE | TITLE |
|---------|---------|---|
| | 7423-11 | Leather Drying Operator |
| | 7423-11 | Leather Finishing Machine Operator |
| | 7423-11 | Leather Measuring Operator |
| | 7423-11 | Leather Printing Operator |
| | 7423-11 | Leather Splitting and Shaving Machine Operator |
| | 7423-11 | Sammying Machine Operator |
| | 7423-11 | Staking Machine Operator |
| | 7423-11 | Tanning Machine Operator |
| | 7423-11 | Woolpulling Machine Operator |
| | 7425-11 | Warp Machine Operator |
| | 7425-15 | Textile Knitting Machine Operator |
| | 7425-17 | Bleaching Machine Operator |
| | 7425-17 | Textile Dyeing and Finishing Machine Operator |
| | 7425-19 | Rope and Cord Making Machine Operator |
| | 7425-99 | Fabric Bonding Machine Operator |
| | 7425-99 | Needle Loom Operator |
| | 7425-99 | Tufting Machine Operator |
| | 7427-11 | Garment Finishing Operator |
| | 7427-13 | Hemstitching Machine Operator |
| | 7427-13 | Pocket Welt Machine Operator |
| | 7429-11 | Inker Machine Operator (Shoemaking) |
| | 7429-11 | Shoemaking Machine Operator |
| | 7431-11 | Food Processing Extruder Operator |
| | 7431-11 | Grain and Cereal Processing Machine Operator |
| | 7431-11 | Stockfeed Milling Machine Operator |
| | 7431-13 | Centrifuge Operator (Sugar Processing) |
| | 7431-13 | Sugar Boiler and Pan Operator |
| | 7431-13 | Sugar Cane Crusher Operator |
| | 7431-13 | Sugar Dryer Operator |
| | 7431-13 | Sugar Processing Machine Operator |
| | 7431-15 | Fruit and Vegetable Juicer Operator |
| | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 7431-17 | Alcoholic Beverage Machine Operator |
| | 7431-17 | Brewhouse Operator |
| | 7431-19 | Defeatherer and Eviscerator Operator |
| | 7431-19 | Fish Plant and Machinery Operator |
| | 7431-19 | Fish Smokehouse Operator |
| | 7431-19 | Meat and Fish Processing Machine Operator |
| | 7431-19 | Meat By-Products Machine Operator |
| | 7431-19 | Meat Mincer Operator |
| | 7431-19 | Meat Smokehouse Operator |
| | 7431-19 | Poultry Saws Operator |
| | 7431-19 | Smallgoods Machine Operator |
| | 7431-21 | Milk Treatment Machine Operator |
| | 7431-27 | Food Processing Autoclave Operator |
| | 7431-27 | Food Processing Retort Operator |
| | 7431-99 | Food Size-grading Operator |
| | 7431-99 | Frozen Food Machine Operator |
| | 7431-99 | Fruit and Vegetable Peeling Machine Operator |
| | 7431-99 | Pet Food Processing Machine Operator |
| | 7433-11 | Bottling Machine Operator |
| | 7433-99 | Baling and Compression Machine Operator |
| | 7433-99 | Depalletiser Operator |
| | 7433-99 | Food Packaging Machine Operator |
| | 7433-99 | Palletiser Operator |
| | 7433-99 | Shrink Wrap Operator |
| | 7435-11 | Copy Camera Operator |
| | 7435-11 | Microfiche Reproduction Operator |
| | 7435-11 | Photographic Enlarger Operator |
| | 7435-13 | Photographic Film Manufacturing Operator |
| | 7435-13 | Silver Recovery Operator |
| | 7499-11 | Tobacco Technical Operator |
| | 7499-13 | Cigarette Making Machine Operator |
| | 7499-15 | Dry Cleaning Machine Operator |
| | 7499-17 | Folding Machine Operator |
| | 7499-17 | Laundry Machine Operator |

| KEYWORD | CODE | TITLE |
|--------------------|---------|---|
| | 7499-19 | Military Weapons Operator |
| | 8203-15 | Landing Operator (Logging) |
| OPERATOR-ASSEMBLER | 5201-13 | Keyboard Operator-Assembler |
| OPERATORS | 3903-01 | Supervisor, Sound Recording and Reproduction Equipment Operators |
| | 5105-01 | Supervisor, Word Processing Operators |
| | 5201-01 | Supervisor, Data Processing Machine Operators |
| | 5203-01 | Supervisor, Bookkeeping Machine Operators |
| | 5203-01 | Supervisor, Business Machine Operators |
| | 7201-01 | Supervisor, Excavating and Earthmoving Plant Operators |
| | 7207-01 | Supervisor, Paving and Surfacing Plant Operators |
| | 7301-01 | Supervisor, Power Generation Plant Operators |
| | 7305-01 | Supervisor, Chemical Pilot Plant Operators |
| | 7305-01 | Supervisor, Chemical Plant Operators |
| | 7307-01 | Supervisor, Oil and Gas Well Treatment Operators |
| | 7307-01 | Supervisor, Oil, Gas and Pipe Testing Operators |
| | 7307-01 | Supervisor, Petroleum and Gas Plant Operators |
| | 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| | 7309-01 | Supervisor, Fluids Loading and Unloading Plant Operators |
| | 7311-01 | Supervisor, Crane Operators |
| | 7313-01 | Supervisor, Hoist, Winch and Lift Operators |
| | 7315-01 | Supervisor, Blast Furnace Operators |
| | 7315-01 | Supervisor, Furnace and Kiln Operators |
| | 7315-01 | Supervisor, Roasting Plant Operators |
| | 7315-01 | Supervisor, Smelting Plant Operators |
| | 7317-01 | Supervisor, Drilling Plant Operators |
| | 7399-01 | Supervisor, Other Stationary Plant Operators |
| | 7401-01 | Supervisor, Basic Metal Products Machine Operators |
| | 7405-11 | Other Metal Products Machine Operators |
| | 7407-01 | Supervisor, Plastics Production Machine Operators |
| | 7409-01 | Supervisor, Rubber Production Machine Operators |
| | 7411-01 | Supervisor, Chemical Production Machine Operators |
| | 7411-01 | Supervisor, Explosives Production Machine Operators |
| | 7411-01 | Supervisor, Pharmaceuticals and Toiletries Production Machine Operators |
| | 7413-01 | Supervisor, Plywood Making Machine Operators |
| | 7413-01 | Supervisor, Saw Operators |
| | 7413-01 | Supervisor, Wood Processing Machine Operators |
| | 7415-01 | Supervisor, Paper and Paper Products Machine Operators |
| | 7417-01 | Supervisor, Glass Furnace Operators |
| | 7417-01 | Supervisor, Glass Production Machine Operators |
| | 7419-01 | Supervisor, Clay and Stone Processing Machine Operators |
| | 7419-01 | Supervisor, Concrete Products Machine Operators |
| | 7419-01 | Supervisor, Fibre Cement Machine Operators |
| | 7421-01 | Supervisor, Cotton Ginning Machine Operators |
| | 7421-01 | Supervisor, Yarn Production Machine Operators |
| | 7423-01 | Supervisor, Hide and Skin Processing Machine Operators |
| | 7425-01 | Supervisor, Fabric Production Machine Operators |
| | 7431-01 | Supervisor, Food Processing Machine Operators |
| | 7431-99 | Food Processing Machine Operators nec |
| | 7433-01 | Supervisor, Packaging Machine Operators |
| | 7435-01 | Supervisor, Photographic Film Manufacturing Operators |
| | 7435-01 | Supervisor, Photographic Products Machine Operators |
| | 7499-01 | Supervisor, Other Machine Operators |
| OPHTHALMIC | 2303-35 | Ophthalmic Surgeon |
| | 4999-13 | Ophthalmic Lens Surfacers and Fitter |
| OPHTHALMOLOGIST | 2303-17 | Ophthalmologist |
| OPTICAL | 4999-13 | Optical Dispenser |
| | 4999-13 | Optical Mechanic |
| | 4999-13 | Optical Technician |
| | 4999-91 | Apprentice Optical Mechanic |
| OPTICS | 3103-19 | Optics Technical Officer |

O

| KEYWORD | CODE | TITLE |
|------------------------|---------|---|
| OPTOMETRIST | 2311-11 | Optometrist |
| ORAL | 2305-13 | Oral Pathologist |
| | 2305-13 | Oral Surgeon |
| | 3101-15 | Oral Therapist |
| ORCHARDIST | 1401-31 | Orchardist |
| ORCHESTRA | 2815-11 | Orchestra Conductor |
| ORCHESTRATOR | 2815-99 | Orchestrator |
| ORDER | 5505-15 | Mail Order Clerk |
| | 5505-15 | Order Clerk |
| ORDERLY | 5907-15 | Court Orderly |
| | 8921-11 | Hospital Orderly |
| ORDNANCE | 4999-29 | Explosive Ordnance Demolition Technician |
| ORE | 7309-11 | Ore Stacker Operator |
| | 7315-15 | Ore Roaster Operator |
| | 7399-11 | Mineral Ore Treating Plant Operator |
| | 7399-11 | Ore and Stone Crusher Operator |
| | 7399-11 | Ore Separator Operator |
| | 7399-11 | Ore Treating Solution Operator |
| | 8415-15 | Mineral Ore Processing Labourer |
| ORGANISATION | 1309-11 | Organisation and Methods Manager |
| | 2799-15 | Organisation and Methods Analyst |
| ORGANISATIONAL | 2903-15 | Organisational Psychologist |
| ORGANISER | 2799-13 | Trade Union Organiser |
| ORTHODONTIC | 4999-11 | Orthodontic Technician |
| ORTHODONTIST | 2305-13 | Orthodontist |
| ORTHOPAEDIC | 2303-19 | Orthopaedic Specialist |
| | 2303-19 | Orthopaedic Surgeon |
| | 2303-39 | Orthopaedic Rehabilitation Specialist |
| ORTHOPTIST | 2399-15 | Orthoptist |
| ORTHOTICS | 2303-39 | Prosthetics and Orthotics Rehabilitation Specialist |
| ORTHOTIST | 2399-99 | Orthotist |
| OSTEOPATH | 2317-13 | Osteopath |
| OTORHINOLARYNGOLOGICAL | 2303-35 | Otorhinolaryngological Surgeon |
| OTORHINOLARYNGOLOGIST | 2303-31 | Otorhinolaryngologist |
| OUTBOARD | 4601-13 | Outboard Motor Mechanic |
| OUTLET | 1501-11 | Take Away Food Outlet Manager |
| OVERLOCKER | 7427-11 | Overlocker |
| OVERSEER | 4929-01 | Overseer, Shearing Shed |
| | 5403-01 | Overseer (Mails) |
| | 8201-01 | Farm Overseer |
| | 8203-01 | Forest Overseer |
| OXY-ACETYLENE | 4205-19 | Oxy-acetylene Welder-Cutter |
| OXYGEN | 7315-11 | Basic Oxygen Steelmaking Furnace Operator |
| OYSTER | 1401-99 | Oyster Farmer |
| | 8199-39 | Oyster Opener |
| | 8201-99 | Oyster Grower's Assistant |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| PACKAGE | 2805-13 | Package Designer |
| PACKAGING | 7433-01 | Supervisor, Packaging Machine Operators |
| | 7433-99 | Food Packaging Machine Operator |
| PACKER | 8105-11 | Meat Packer |
| | 8105-13 | Fruit and Vegetable Packer |
| | 8105-99 | Grocery Packer |
| | 8105-99 | Shirt Packer |
| | 8909-13 | Furniture Packer |
| PAEDIATRIC | 2303-35 | Paediatric Surgeon |
| | 3401-99 | Paediatric Nurse |
| PAEDIATRICIAN | 2303-25 | Paediatrician |
| PAEDODONTIST | 2305-13 | Paedodontist |
| PAGE | 8903-11 | Hotel Page |
| PAINT | 7305-11 | Paint Maker |
| | 8199-23 | Paint Factory Hand |
| PAINTER | 2801-11 | Painter (Artistic) |
| | 2801-99 | Scene Painter (Performing Arts) |
| | 4405-11 | Industrial Painter (Structures) |
| | 4405-11 | Painter and Decorator |
| | 4405-91 | Apprentice Painter, Decorator and Signwriter |
| | 4605-11 | Vehicle Painter |
| | 4605-91 | Apprentice Vehicle Painter |
| | 8101-13 | Painter and Decorator's Assistant |
| | 8107-11 | Industrial Spray Painter |
| PAINTERS | 4405-01 | Supervisor, Painters, Decorators and Signwriters |
| | 4605-01 | Supervisor, Vehicle Painters |
| PAINTING | 2801-11 | Artist (Painting) |
| PALAEONTOLOGY | 3103-17 | Palaeontology Technician |
| PALLETISER | 7433-99 | Palletiser Operator |
| PAN | 7431-13 | Sugar Boiler and Pan Operator |
| PANEL | 4603-01 | Supervisor, Panel Beaters |
| | 4603-11 | Panel Beater |
| | 4603-91 | Apprentice Panel Beater |
| | 4901-11 | Panel Saw Operator |
| PANTRYMAID/MAN | 8919-11 | Pantrymaid/man |
| PAPER | 4507-11 | Paper Guillotine Operator (Bookbinding) |
| | 6201-23 | Sales Representative (Books and Paper Products) |
| | 7399-15 | Paper Pulp Preparation Plant Operator |
| | 7415-01 | Supervisor, Paper and Paper Products Machine Operators |
| | 7415-13 | Paper Rewinder Operator |
| | 7415-15 | Paper Products Machine Operator |
| | 7435-13 | Photographic Paper Cutter |
| | 8199-17 | Pulp, Papermaking and Paper Products Factory Hand |
| | 8199-17 | Pulp, Papermaking and Paper Products Labourer |
| PAPERBOARD | 7415-11 | Paperboard Machine Operator |
| PAPERHANGER | 4405-13 | Paperhanger |
| PAPERMAKING | 7415-11 | Wet End Papermaking Machine Operator |
| | 7415-13 | Dry End Papermaking Machine Operator |
| | 7415-13 | Supercalender Operator (Papermaking) |
| | 8199-17 | Pulp, Papermaking and Paper Products Factory Hand |
| | 8199-17 | Pulp, Papermaking and Paper Products Labourer |
| PARACHUTE | 4999-27 | Parachute Rigger |
| PARAMEDIC | 3909-11 | Ambulance Paramedic |

P

| KEYWORD | CODE | TITLE |
|---------------------|--|--|
| PARASITOLOGIST | 2107-23 2107-99 | Veterinary Parasitologist Parasitologist |
| PARENT | 6601-17 6601-17 6601-17 | Cottage Parent Hostel Parent House Parent |
| PARK | 1505-13 3999-31 3999-31 3999-31 8999-99 | Caravan Park Manager Park Ranger Park Superintendent Park Warden Car Park Attendant |
| PARKING | 5999-99 8999-99 | Parking Inspector Parking Meter Collector |
| PARLIAMENT | 1101-11 | Member of Parliament |
| PARLIAMENTARY | 2605-99 | Parliamentary Counsel |
| PARLOUR | 1599-99 | Beauty Parlour Manager |
| PAROLE | 3901-13 | Parole Officer |
| PARTICLEBOARD | 7399-17 7413-23 8199-15 | Wood Chipping and Particleboard Plant Operator Particleboard Laminator Operator Particleboard Factory Hand |
| PARTS | 6301-25 6301-25 8999-27 | Automotive Parts Interpreter Sales Assistant (Vehicle Parts and Accessories) Automotive Parts Recycler |
| PASSENGER | 6405-11 | Airline Traffic Officer (Passenger Services) |
| PASTA | 7431-11 | Pasta Maker |
| PASTE-UP | 3999-17 | Paste-up Artist |
| PASTRYCOOK | 4703-11 4703-91 | Pastrycook Apprentice Baker and Pastrycook |
| PASTRYCOOKS | 4703-01 | Supervisor, Bakers and Pastrycooks |
| PASTURE | 1401-11 1401-11 | Grain, Oilseed and Pasture Farm Manager Grain, Oilseed and Pasture Grower |
| PATENT | 2999-99 | Patent Examiner |
| PATHOLOGIST | 2107-19 2107-23 2107-23 2303-37 2305-13 2315-11 | Plant Pathologist Insect Pathologist Veterinary Pathologist Pathologist Oral Pathologist Speech Pathologist |
| PATHOLOGY | 3103-27 | Plant Pathology Technician |
| PATROL | 8911-11 8911-13 | Railway Patrol Officer Security Patrol Officer |
| PATROLMAN/WOMAN | 3905-99 8413-11 | Patrolman/woman (Utilities) Railway Track Patrolman/woman |
| PATTERNMAKER | 4203-11 4207-11 4207-91 4401-13 | Sheetmetal Patternmaker Metal Casting Patternmaker Apprentice Metal Casting Patternmaker Joinery Patternmaker |
| PATTERNMAKER-GRADER | 4911-19 | Patternmaker-Grader (Textiles) |
| PAVING | 7207-01 7207-11 8409-01 8409-11 | Supervisor, Paving and Surfacing Plant Operators Paving Plant Operator Supervisor, Paving and Surfacing Labourers Paving and Surfacing Labourer |

| KEYWORD | CODE | TITLE |
|--------------------|---------|---|
| PAY | 5301-15 | Pay Clerk |
| PAYMASTER/MISTRESS | 5301-15 | Paymaster/mistress |
| PAYROLL | 5301-01 | Supervisor, Payroll Clerks |
| | 5301-15 | Payroll Clerk |
| PEARL | 4999-23 | Pearl Diver |
| PEARLING | 3305-11 | Pearling Skipper |
| PEDOLOGIST | 2199-13 | Pedologist |
| PEELING | 7431-99 | Fruit and Vegetable Peeling Machine Operator |
| PELLET | 7315-15 | Pellet Plant Operator |
| | 8109-15 | Iron Pellet Tester |
| PENCILLER | 5999-17 | Penciller |
| PENETRANT | 3299-11 | Dye Penetrant Testing Technician |
| PERFORMING | 2801-99 | Scene Painter (Performing Arts) |
| | 3903-01 | Supervisor, Performing Arts Support Workers |
| PERIODONTIST | 2305-13 | Periodontist |
| PERSON | 3903-99 | Continuity Person |
| | 3903-99 | Sound Effects Person |
| | 3903-99 | Special Effects Person |
| PERSONAL | 5101-11 | Personal Secretary |
| PERSONNEL | 1309-11 | Personnel and Industrial Relations Manager |
| | 2705-11 | Personnel Officer |
| | 2999-99 | Military Personnel Selection Assessor |
| | 5905-11 | Personnel Records Clerk |
| PEST | 3905-99 | Pest Control Inspector |
| | 8999-13 | Pest and Weed Controller |
| | 8999-13 | Pest Exterminator |
| PET | 7431-99 | Pet Food Processing Machine Operator |
| PETROCHEMICAL | 2207-11 | Petrochemical Process Engineer |
| PETROLEUM | 2215-11 | Mining Engineer (except Petroleum) |
| | 2215-13 | Petroleum Engineer |
| | 4409-13 | Liquid Petroleum Gasfitter |
| | 7307-01 | Supervisor, Petroleum and Gas Plant Operators |
| | 7307-11 | Petroleum and Gas Refining and Pumping Operator |
| | 7307-11 | Petroleum Blending Plant Operator |
| | 7307-11 | Petroleum Process Unit Operator |
| | 7307-11 | Petroleum Shipping Plant Operator |
| PETROPHYSICAL | 2215-13 | Petrophysical Engineer |
| PHARMACEUTICAL | 6301-23 | Sales Assistant (Pharmaceutical Products and Toiletries) |
| | 7305-11 | Pharmaceutical Plant Operator |
| PHARMACEUTICALS | 6201-35 | Sales Representative (Pharmaceuticals) |
| | 7411-01 | Supervisor, Pharmaceuticals and Toiletries Production Machine Operators |
| | 7411-11 | Pharmaceuticals and Toiletries Production Machine Operator |
| PHARMACIST | 2307-11 | Hospital Pharmacist |
| | 2307-13 | Industrial Pharmacist |
| | 2307-15 | Community Pharmacist |
| | 2307-15 | Retail Pharmacist |
| PHARMACOLOGIST | 2107-99 | Pharmacologist (except Clinical) |
| | 2303-99 | Clinical Pharmacologist |
| PHONOGRAM | 5603-11 | Phonogram Operator |
| PHOTO | 2205-13 | Air Photo Plotter (Air Force) |

P

| KEYWORD | CODE | TITLE |
|------------------|-------------|--|
| | 4503-11 | Etcher-Finisher (Photo Engraving) |
| PHOTOCOPYING | 5499-11 | Photocopying and Duplicating Clerk |
| PHOTOGRAMMETRIC | 2205-13 | Photogrammetric Surveyor |
| PHOTOGRAMMETRIST | 3207-15 | Photogrammetrist |
| PHOTOGRAPH | 3999-25 | Photograph Retoucher |
| PHOTOGRAPHER | 2803-11 | Photographer |
| PHOTOGRAPHIC | 3207-15 | Photographic Interpreter (Air Force) |
| | 3999-23 | Photographic Studio Assistant |
| | 3999-23 | Photographic Studio Technician |
| | 6201-99 | Sales Representative (Photographic Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Photographic Equipment and Supplies) |
| | 7435-01 | Supervisor, Photographic Developers and Printers |
| | 7435-01 | Supervisor, Photographic Film Manufacturing Operators |
| | 7435-01 | Supervisor, Photographic Products Machine Operators |
| | 7435-11 | Photographic Developer and Printer |
| | 7435-11 | Photographic Enlarger Operator |
| | 7435-11 | Photographic Laboratory Assistant |
| | 7435-13 | Photographic Film Manufacturing Operator |
| | 7435-13 | Photographic Paper Cutter |
| PHOTOGRAPHY | 2811-17 | Director of Photography |
| PHYSICAL | 2103-13 | Physical Oceanographer |
| | 2109-13 | Clinical Physical Scientist |
| | 2217-13 | Physical Metallurgist |
| | 2505-99 | Physical Fitness Instructor |
| | 2907-13 | Physical Geographer |
| PHYSICIAN | 2303-41 | Specialist Physician |
| PHYSICIST | 2105-11 | Chief Physicist |
| | 2105-11 | Physicist |
| | 2109-13 | Medical Physicist |
| PHYSICS | 3103-19 | Physics Technical Officer |
| | 3103-21 | Physics Technician |
| PHYSIOLOGIST | 2107-13 | Physiologist |
| | 2107-19 | Plant Physiologist |
| PHYSIOTHERAPIST | 2313-11 | Physiotherapist |
| PIANO | 4925-11 | Piano Tuner |
| | 4925-91 | Apprentice Piano Tuner |
| PICKER | 7311-11 | Cherry Picker Operator |
| | 8201-13 | Fruit, Vegetable and Nut Picker |
| PICKING | 7209-11 | Cotton Picking Machine Operator |
| PICKLER | 7431-19 | Meat Pickler |
| | 8201-99 | Seed Cleaner and Pickler |
| PICTURE | 3903-13 | Motion Picture Camera Operator |
| | 4905-01 | Supervisor, Picture Framers |
| | 4905-13 | Picture Frame Maker |
| | 4905-13 | Picture Framer |
| | 4905-91 | Apprentice Picture Framers |
| | 4999-17 | Motion Picture Projectionist |
| PIG | 1401-23 | Pig Breeder |
| | 1401-23 | Pig Farm Manager |
| | 1401-23 | Pig Farmer |
| PILOT | 3301-11 | Agricultural Pilot |
| | 3301-11 | Aircraft Pilot |
| | 3301-11 | Commercial Pilot |
| | 3301-11 | Helicopter Pilot |

| KEYWORD | CODE | TITLE |
|------------|---------|--|
| | 3305-11 | Marine Pilot |
| | 3305-11 | Ship's Pilot |
| | 7305-01 | Supervisor, Chemical Pilot Plant Operators |
| | 7305-11 | Pilot Plant Operator |
| PINPOINTER | 4409-13 | Pinpointer |
| PIPE | 3205-13 | Pipe Testing Technician |
| | 4409-11 | Pipe Fitter (Plumbing) |
| | 4409-11 | Pipe Joiner |
| | 7307-01 | Supervisor, Oil, Gas and Pipe Testing Operators |
| | 7307-15 | Oil, Gas and Pipe Tester |
| | 7419-11 | Concrete Pipe Machine Operator |
| PIPELINE | 3905-99 | Pipeline Inspector |
| PIT | 7201-01 | Pit Supervisor |
| | 7315-13 | Soaking Pit Furnace Operator |
| | 8415-11 | Pit Crew Worker |
| PLAIN | 3501-13 | Plain Clothes Police Officer |
| PLANNER | 2601-11 | Social Planner and Administrator |
| | 2907-11 | Town Planner |
| | 2907-11 | Traffic and Transport Planner |
| | 2907-11 | Urban and Regional Planner |
| | 4503-15 | Retoucher and Planner (Printing) |
| PLANNING | 3299-99 | Production Planning Officer (Engineering) |
| PLANT | 1305-11 | Plant Manager |
| | 2107-19 | Plant Anatomist |
| | 2107-19 | Plant Morphologist |
| | 2107-19 | Plant Pathologist |
| | 2107-19 | Plant Physiologist |
| | 2107-19 | Plant Scientist |
| | 2107-19 | Plant Taxonomist |
| | 3103-27 | Plant Pathology Technician |
| | 4103-11 | Plant Mechanic |
| | 4801-01 | Supervisor, Plant Nursery |
| | 4801-11 | Plant Propagator |
| | 7201-01 | Supervisor, Excavating and Earthmoving Plant Operators |
| | 7201-21 | Open Cut Mining Plant Operator |
| | 7201-23 | Underground Plant Operator |
| | 7201-91 | Trainee Excavating and Earthmoving Plant Operator |
| | 7205-11 | Logging Plant Operator |
| | 7207-01 | Supervisor, Paving and Surfacing Plant Operators |
| | 7207-11 | Paving Plant Operator |
| | 7301-01 | Supervisor, Power Generation Plant Operators |
| | 7301-11 | Power Generation Plant Operator |
| | 7303-11 | Air-Conditioning Plant Operator |
| | 7303-11 | Refrigeration Plant Operator |
| | 7305-01 | Supervisor, Chemical Pilot Plant Operators |
| | 7305-01 | Supervisor, Chemical Plant Operators |
| | 7305-11 | Chemical Plant Operator |
| | 7305-11 | Pharmaceutical Plant Operator |
| | 7305-11 | Pilot Plant Operator |
| | 7305-91 | Trainee Chemical Plant Operator |
| | 7307-01 | Supervisor, Petroleum and Gas Plant Operators |
| | 7307-11 | Grease Manufacturing Plant Operator |
| | 7307-11 | Petroleum Blending Plant Operator |
| | 7307-11 | Petroleum Shipping Plant Operator |
| | 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| | 7309-01 | Supervisor, Fluids Loading and Unloading Plant Operators |
| | 7309-11 | Bulk Materials Handling Plant Operator |
| | 7315-01 | Supervisor, Roasting Plant Operators |
| | 7315-01 | Supervisor, Smelting Plant Operators |
| | 7315-15 | Pellet Plant Operator |
| | 7315-17 | Crematorium Plant Operator |

P

| KEYWORD | CODE | TITLE |
|--------------|---------|---|
| | 7315-17 | Incinerator Plant Operator |
| | 7317-01 | Supervisor, Drilling Plant Operators |
| | 7317-11 | Drilling Plant Operator |
| | 7399-01 | Supervisor, Other Stationary Plant Operators |
| | 7399-11 | Coal Preparation Plant Operator |
| | 7399-11 | Mineral Ore Treating Plant Operator |
| | 7399-11 | Wash Plant Operator |
| | 7399-15 | Paper Pulp Preparation Plant Operator |
| | 7399-17 | Hardboard Plant Operator |
| | 7399-17 | Wood Chipping and Particleboard Plant Operator |
| | 7399-21 | Timber Treatment Plant Operator |
| | 7399-27 | Cement Production Plant Operator |
| | 7399-29 | Sewage Plant Operator |
| | 7399-29 | Water Supply and Treatment Plant Operator |
| | 7399-33 | Carbon Plant Worker |
| | 7399-35 | Concrete Batching Plant Operator |
| | 7431-19 | Fish Plant and Machinery Operator |
| | 8199-11 | Continuous Plant Galvaniser |
| | 8199-19 | Cement and Concrete Plant Labourer |
| | 8199-23 | Chemical Plant Labourer |
| | 8199-23 | Gas Plant Labourer |
| PLANTER | 8203-13 | Tree Planter |
| PLASMA | 7405-11 | Plasma Sprayer |
| PLASMA-ARC | 4205-19 | Plasma-arc Welder |
| PLASTER | 4407-13 | Fibrous Plaster Fixer |
| | 4407-13 | Fibrous Plaster Setter |
| | 7419-19 | Fibrous Plaster Maker |
| PLASTERBOARD | 4407-13 | Plasterboard Fixer |
| | 7419-19 | Plasterboard Maker |
| PLASTERER | 4407-11 | Cement Plasterer |
| | 4407-11 | Solid Plasterer |
| | 4407-13 | Fibrous Plasterer |
| | 4407-91 | Apprentice Plasterer |
| PLASTERER'S | 8101-13 | Plasterer's Assistant |
| PLASTERERS | 4407-01 | Supervisor, Plasterers |
| PLASTIC | 2303-35 | Plastic and Reconstructive Surgeon |
| | 4101-11 | Plastic Mould Maker |
| | 8199-25 | Plastic Sheet Fabricator |
| PLASTICS | 7407-01 | Supervisor, Plastics Production Machine Operators |
| | 7407-11 | Cellular Plastics Machine Setter |
| | 7407-11 | Plastics Extruding Machine Setter |
| | 7407-11 | Plastics Moulding Machine Setter |
| | 7407-11 | Plastics Production Machine Setter |
| | 7407-13 | Plastics Extruding Machine Operator |
| | 7407-15 | Plastics Moulding Machine Operator |
| | 7407-17 | Cellular Plastics Machine Operator |
| | 7407-17 | Plastics Foam Machine Operator |
| | 7407-19 | Plastics Sheet Press Operator |
| | 7407-21 | Plastics Blending Machine Operator |
| | 7407-21 | Powder Hand (Plastics) |
| | 7407-23 | Gun Hand (Plastics) |
| | 8199-25 | Cellular Plastics Cutter |
| | 8199-25 | Mould Hand (Plastics) |
| | 8199-25 | Rubber and Plastics Factory Hand |
| | 8199-25 | Rubber and Plastics Products Labourer |
| PLATE | 4503-11 | Flexographic Plate Maker |
| | 4503-11 | Gravure Plate Preparer |
| | 4503-11 | Letterpress Plate Maker |
| | 4503-11 | Lithographic Plate Preparer |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| | 4503-11 | Plate Maker(Printing) |
| | 4503-11 | Plate Preparer (Printing) |
| PLATER | 4209-15 | Metal Plater |
| | 4209-15 | Production Plater |
| | 4209-17 | Barrel Plater |
| PLAYWRIGHT | 2809-11 | Playwright |
| PLOTTER | 2205-13 | Air Photo Plotter (Air Force) |
| PLUMBER | 4409-11 | Plumber (General) |
| | 4409-11 | Roof Plumber |
| | 4409-91 | Apprentice Plumber |
| PLUMBER'S | 8101-13 | Plumber's Trades Assistant |
| PLUMBERS | 4409-01 | Supervisor, Plumbers |
| PLUMBING | 3905-11 | Plumbing and Drainage Inspector |
| | 4409-11 | Pipe Fitter (Plumbing) |
| PLYWOOD | 7413-01 | Supervisor, Plywood Making Machine Operators |
| | 7413-21 | Plywood and Veneer Repairer |
| | 7413-21 | Plywood Centre Feeder |
| | 7413-21 | Plywood Centre Layer |
| | 7413-21 | Plywood Production Machine Operator |
| | 8199-15 | Plywood Factory Hand |
| POCKET | 7427-13 | Pocket Welt Machine Operator |
| PODIATRIST | 2319-11 | Podiatrist |
| POET | 2809-11 | Poet |
| POKER | 4399-13 | Poker Machine Servicer |
| | 8999-15 | Poker Machine Attendant |
| POLICE | 1201-11 | Police Commissioner |
| | 1319-11 | Commissioned Police Officer |
| | 3501-01 | Police Station Sergeant |
| | 3501-01 | Police Supervisor |
| | 3501-13 | Plain Clothes Police Officer |
| | 4999-23 | Police Diver |
| POLICEMAN/WOMAN | 3501-11 | Policeman/woman |
| POLICY | 1313-11 | Public Policy Manager |
| POLISHER | 4209-11 | Metal Polisher |
| | 4209-91 | Apprentice Metal Polisher |
| | 4905-19 | French Polisher |
| | 4905-19 | Furniture Polisher |
| | 4923-13 | Gem Cutter and Polisher |
| | 4923-13 | Opal Polisher |
| | 7419-15 | Stone Polisher |
| POLITICAL | 2907-99 | Political Scientist |
| POLLUTION | 2199-11 | Air Pollution Analyst |
| POLYMER | 2217-15 | Polymer Engineer |
| | 2217-17 | Polymer Scientist |
| POOL | 8911-99 | Pool Attendant |
| | 8999-99 | Pool Serviceperson |
| POPULAR | 2815-15 | Popular Singer |
| PORCELAIN | 7419-17 | Porcelain Turner |
| PORTAINER | 7311-11 | Portainer Operator |
| PORTER | 8903-01 | Head Porter |
| | 8903-11 | Luggage Porter |

P

| KEYWORD | CODE | TITLE |
|---------------------|---------|--|
| | 8921-11 | Hospital Porter |
| PORTERS | 8903-01 | Supervisor, Luggage Porters |
| POSTAL | 3905-99 | Postal Services Field Manager |
| | 5909-11 | Postal Clerk |
| | 5909-13 | Postal Officer |
| POSTMAN/WOMAN | 5605-13 | Postman/woman |
| POSTMASTER/MISTRESS | 1599-15 | Postmaster/mistress |
| POSTMEN/WOMEN | 5605-01 | Supervisor, Postmen/women |
| POT | 7315-11 | Pot Operator (Aluminium) |
| POTTER | 4925-13 | Potter |
| | 4925-91 | Apprentice Potter |
| POTTERS | 4925-01 | Supervisor, Potters |
| POULTRY | 1401-25 | Poultry Farm Manager |
| | 1401-25 | Poultry Farmer |
| | 3103-31 | Poultry Technician |
| | 7431-19 | Poultry Saws Operator |
| | 8199-37 | Poultry Boner |
| | 8199-37 | Poultry Process Worker |
| | 8199-37 | Poultry Slaughterman/woman |
| | 8201-99 | Poultry Farm Hand |
| POURER | 7401-13 | Metal Pourer |
| POWDER | 4909-11 | Powder Monkey |
| | 7407-21 | Powder Hand (Plastics) |
| | 8101-99 | Powder Monkey's Assistant |
| POWER | 2211-11 | Electrical Power Engineer |
| | 7301-01 | Supervisor, Power Generation Plant Operators |
| | 7301-11 | Power Generation Plant Operator |
| | 7301-11 | Power Generation Turbine Room Operator |
| | 7317-11 | Power Tong Operator |
| | 8101-15 | Electrical Power Linesman/woman's Assistant |
| POWERLINE | 4301-01 | Supervisor, Electrical Powerline Tradespersons |
| | 4301-91 | Apprentice Electrical Powerline Tradesperson |
| PRACTITIONER | 2301-11 | General Medical Practitioner |
| PRAWNER | 8925-13 | Prauner |
| PRE-CAST | 7419-11 | Concrete Pre-cast Moulder |
| PRE-PRIMARY | 2401-11 | Pre-Primary School Teacher |
| PRE-SCHOOL | 2401-11 | Pre-School Director |
| | 2401-11 | Pre-School Teacher |
| | 2905-13 | Pre-School Adviser |
| | 6601-11 | Pre-School Aide |
| PRECIOUS | 4923-01 | Supervisor, Jewellery and Precious Metalware Tradespersons |
| | 4923-15 | Precious Metal Smith |
| | 4923-91 | Apprentice Jewellery and Precious Metalware Tradesperson |
| PRECISION | 4213-01 | Supervisor, Precision Metal Tradespersons |
| | 4213-11 | Precision Instrument Maker and Repairer |
| | 4213-91 | Apprentice Precision Metal Tradesperson |
| PREHISTORIAN | 2907-99 | Prehistorian |
| PREMIER | 1101-11 | Premier |
| PREMIX | 7399-35 | Premix Concrete Batcher |
| PREPARATION | 7399-11 | Coal Preparation Plant Operator |
| | 7399-15 | Paper Pulp Preparation Plant Operator |

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| PREPARER | 4503-11 | Gravure Plate Preparer |
| | 4503-11 | Lithographic Plate Preparer |
| | 4503-11 | Plate Preparer (Printing) |
| | 4503-13 | Cylinder Preparer (Printing) |
| | 4503-15 | Image Preparer (Printing) |
| | 4511-11 | Screen Printing Stencil Preparer |
| | 7413-15 | Log Preparer |
| PRESS | 2703-11 | Press Officer |
| | 4505-17 | Newspaper Press Machinist (Metropolitan) |
| | 7399-17 | Hardboard Press Operator |
| | 7399-33 | Anode Press Operator |
| | 7399-33 | Rodding Press Operator |
| | 7401-17 | Metal Extrusion Press Operator |
| | 7403-11 | Metal Press Operator |
| | 7407-19 | Plastics Sheet Press Operator |
| | 7413-23 | Wood Laminating Press Operator |
| | 8199-29 | Newspaper Press General Hand |
| PRESS-TOOL | 4101-11 | Press-Tool Maker |
| PRESSER | 8201-15 | Wool Presser |
| | 8917-11 | Clothing Presser |
| PRESSURE | 3299-11 | Pressure Testing Technician |
| | 3905-13 | Boilers and Pressure Vessels Inspector |
| | 4205-15 | Pressure Welder |
| PRESSURISED | 7499-99 | Pressurised Container Filler |
| PREVENTION | 7211-11 | Fire Prevention Officer |
| PRIEST | 2607-11 | Priest |
| PRIMARY | 2217-11 | Primary Metallurgist |
| | 2403-11 | Junior Primary School Teacher |
| | 2403-11 | Primary School Teacher |
| | 2403-11 | Primary Teacher-Librarian |
| | 3905-15 | Primary Products Inspector |
| PRIME | 1101-11 | Prime Minister |
| PRINCIPAL | 1317-11 | School Principal |
| | 2207-11 | Principal Chemical Engineer |
| PRINT | 7435-11 | Print Finisher |
| PRINTED | 3201-17 | Printed Circuit Board Designer |
| PRINTER | 4511-11 | Screen Printer |
| | 4511-91 | Apprentice Screen Printer |
| | 7435-11 | Photographic Developer and Printer |
| PRINTERS | 4511-01 | Supervisor, Screen Printers |
| | 7435-01 | Supervisor, Photographic Developers and Printers |
| PRINTING | 4503-11 | Plate Maker(Printing) |
| | 4503-11 | Plate Preparer (Printing) |
| | 4503-11 | Proofer-Finisher (Printing) |
| | 4503-13 | Cylinder Preparer (Printing) |
| | 4503-13 | Proofer (Printing) |
| | 4503-15 | Electronic Scanner Operator (Printing) |
| | 4503-15 | Image Preparer (Printing) |
| | 4503-15 | Process Camera Operator (Printing) |
| | 4503-15 | Retoucher and Planner (Printing) |
| | 4505-01 | Supervisor, Printing Machinists |
| | 4505-11 | Letterpress Printing Machinist |
| | 4505-13 | Lithographic Printing Machinist |
| | 4505-15 | Flexographic or Gravure Printing Machinist |
| | 4505-19 | Small Offset Printing Machinist |
| | 4505-91 | Apprentice Printing Machinist |
| | 4511-11 | Screen Printing Stencil Preparer |

P

| KEYWORD | CODE | TITLE |
|------------|---------|---|
| | 6201-99 | Sales Representative (Printing) |
| | 7423-11 | Leather Printing Operator |
| | 7499-21 | Printing Bindery Assistant |
| | 7499-23 | Printing Table Hand |
| | 8199-29 | General Hand (Printing) |
| | 8199-29 | Printing Machine Assistant |
| PRINTMAKER | 2801-99 | Printmaker |
| PRISON | 3911-01 | Chief Prison Officer |
| | 3911-11 | Prison Officer |
| PRIVATE | 2505-11 | Art Teacher (Private) |
| | 2505-13 | Music Teacher (Private) |
| | 2505-13 | Singing Teacher (Private) |
| | 2505-15 | Dance Teacher (Private) |
| | 2505-17 | Drama Teacher (Private) |
| | 2505-99 | Dressmaking Teacher (Private) |
| | 2505-99 | Handicrafts Teacher (Private) |
| | 3999-99 | Private Detective |
| PROBATION | 3901-13 | Probation Officer |
| PROCEDURES | 2799-15 | Procedures Analyst |
| PROCESS | 2207-11 | Petrochemical Process Engineer |
| | 2211-13 | Process Control Engineer |
| | 3103-11 | Chemical Process Analyst |
| | 3201-15 | Process Control Technical Officer |
| | 3201-17 | Process Control Technician |
| | 4503-15 | Process Camera Operator (Printing) |
| | 7307-11 | Petroleum Process Unit Operator |
| | 8199-31 | Glassware Process Assistant |
| | 8199-37 | Poultry Process Worker |
| | 8199-39 | Fish Process Worker |
| | 8199-45 | Egg Process Worker |
| PROCESSING | 1311-11 | Data Processing Manager |
| | 1311-11 | Operations Manager (Data Processing) |
| | 1311-11 | Systems Manager (Data Processing) |
| | 5105-01 | Supervisor, Word Processing Operators |
| | 5105-11 | Word Processing Operator |
| | 5201-01 | Supervisor, Data Processing Machine Operators |
| | 5201-13 | Data Processing Operator |
| | 7399-99 | Oilseed Processing Operator |
| | 7413-01 | Supervisor, Wood Processing Machine Operators |
| | 7419-01 | Supervisor, Clay and Stone Processing Machine Operators |
| | 7419-15 | Stone Processing Machine Operator |
| | 7423-01 | Supervisor, Hide and Skin Processing Machine Operators |
| | 7423-11 | Hide and Skin Processing Machine Operator |
| | 7431-01 | Supervisor, Food Processing Machine Operators |
| | 7431-11 | Food Processing Extruder Operator |
| | 7431-11 | Grain and Cereal Processing Machine Operator |
| | 7431-13 | Centrifuge Operator (Sugar Processing) |
| | 7431-13 | Evaporator Boiler (Sugar Processing) |
| | 7431-13 | Sugar Processing Machine Operator |
| | 7431-19 | Meat and Fish Processing Machine Operator |
| | 7431-27 | Food Processing Autoclave Operator |
| | 7431-27 | Food Processing Retort Operator |
| | 7431-99 | Food Processing Machine Operators nec |
| | 7431-99 | Pet Food Processing Machine Operator |
| | 8199-11 | Metal Processing and Finishing Factory Hand |
| | 8199-11 | Metal Processing and Finishing Labourer |
| | 8199-11 | Metal Processing Marker |
| | 8199-21 | Clay Processing Factory Hand |
| | 8199-21 | Clay Processing Labourer |
| | 8199-27 | Hide and Skin Processing Labourer |
| | 8199-43 | Milk Processing Worker |
| | 8415-15 | Mineral Ore Processing Labourer |

| KEYWORD | CODE | TITLE |
|-------------|---------|---|
| PROCUREMENT | 1307-11 | Procurement Manager |
| | 5505-13 | Procurement Clerk |
| PRODUCE | 3905-15 | Dairy Produce Inspector |
| PRODUCER | 1305-13 | Executive Producer |
| | 1305-13 | Producer (Media) |
| | 1305-13 | Television Producer |
| | 1401-25 | Chicken Meat Producer |
| | 1401-25 | Egg Producer |
| | 2811-25 | Technical Producer |
| PRODUCT | 7435-11 | Negative Producer and Cutter |
| | 2219-99 | Product Design Engineer |
| | 2805-15 | Product Designer |
| | 8109-11 | Product Grader |
| | 8109-13 | Product Examiner |
| | 8109-15 | Product Tester |
| | 8109-15 | Product Testing Assistant |
| PRODUCTION | 8109-17 | Product Weigher |
| | 1305-11 | Production Manager (Manufacturing and Mining) |
| | 3299-99 | Production Planning Officer (Engineering) |
| | 3903-01 | Supervising Technician, TV Production Operations |
| | 4209-15 | Production Plater |
| | 5501-01 | Supervisor, Production Recording Clerks |
| | 5501-11 | Production Scheduling Clerk |
| | 5501-13 | Production Recorder |
| | 5501-13 | Production Tally Clerk |
| | 7305-11 | Industrial Gas Production Operator |
| | 7307-15 | Oil and Gas Production Testing Operator |
| | 7399-27 | Cement Production Plant Operator |
| | 7407-01 | Supervisor, Plastics Production Machine Operators |
| | 7407-11 | Plastics Production Machine Setter |
| | 7409-01 | Supervisor, Rubber Production Machine Operators |
| | 7409-11 | Tyre Production Machine Operator |
| | 7411-01 | Supervisor, Chemical Production Machine Operators |
| | 7411-01 | Supervisor, Explosives Production Machine Operators |
| | 7411-01 | Supervisor, Pharmaceuticals and Toiletries Production Machine Operators |
| | 7411-11 | Pharmaceuticals and Toiletries Production Machine Operator |
| | 7411-13 | Explosives Production Machine Operator |
| | 7413-19 | Veneer Production Machine Operator |
| | 7413-21 | Plywood Production Machine Operator |
| | 7417-01 | Supervisor, Glass Production Machine Operators |
| | 7417-11 | Glass Production Machine Operator |
| | 7421-01 | Supervisor, Yarn Production Machine Operators |
| | 7425-01 | Supervisor, Fabric Production Machine Operators |
| PRODUCTS | 3905-15 | Primary Products Inspector |
| | 6201-11 | Sales Representative (Chemical Products) |
| | 6201-23 | Sales Representative (Books and Paper Products) |
| | 6201-29 | Sales Representative (Food, Drink and Tobacco Products) |
| | 6301-15 | Sales Assistant (Food and Drink Products) |
| | 6301-23 | Sales Assistant (Pharmaceutical Products and Toiletries) |
| | 7315-15 | Clay Products Kiln Operator |
| | 7401-01 | Supervisor, Basic Metal Products Machine Operators |
| | 7405-11 | Other Metal Products Machine Operators |
| | 7415-01 | Supervisor, Paper and Paper Products Machine Operators |
| | 7415-15 | Paper Products Machine Operator |
| | 7419-01 | Supervisor, Concrete Products Machine Operators |
| | 7419-11 | Concrete Products Machine Operator |
| | 7419-13 | Clay Products Machine Operator |
| | 7425-21 | Textile Products Mender |
| | 7431-21 | Dried Milk Products Maker |
| | 7435-01 | Supervisor, Photographic Products Machine Operators |
| | 8103-11 | Metal and Metal Products Assembler |
| | 8103-17 | Wood Products Assembler |

P

| KEYWORD | CODE | TITLE |
|------------------|-------------|---|
| | 8109-13 | Metal Products Viewer |
| | 8199-15 | Wood and Wood Products Factory Hand |
| | 8199-15 | Wood and Wood Products Labourer |
| | 8199-17 | Pulp, Papermaking and Paper Products Factory Hand |
| | 8199-17 | Pulp, Papermaking and Paper Products Labourer |
| | 8199-25 | Rubber and Plastics Products Labourer |
| PROFESSIONAL | 1601-13 | Professional Builder |
| PROFESSOR | 2501-11 | Professor |
| PROFILE | 4901-11 | Automatic Profile Sander Operator |
| PROGRAM | 4901-11 | Program Router Cutter |
| | 8901-13 | Program Seller |
| PROGRAMME | 5501-11 | Programme Arranger |
| PROGRAMMER | 2707-11 | Applications Programmer |
| | 2707-13 | Communications Programmer |
| | 2707-13 | Database Programmer |
| | 2707-13 | Software Programmer |
| | 2707-13 | Systems Programmer |
| | 2707-15 | Analyst Programmer |
| PROJECTIONIST | 3903-11 | Dubbing Projectionist (Sound Mixing) |
| | 4999-17 | Motion Picture Projectionist |
| PROMOTIONS | 2703-11 | Promotions Officer |
| PROOF | 5999-13 | Proof Reader |
| PROOFER | 4503-13 | Proofer (Printing) |
| PROOFER-FINISHER | 4503-11 | Proofer-Finisher (Printing) |
| PROP | 4401-11 | Prop and Scenery Maker |
| PROPAGATOR | 4801-11 | Plant Propagator |
| PROPERTIES | 6101-99 | Properties Investment Manager |
| PROPERTY | 6105-13 | Real Estate Property Manager |
| PROSPECTING | 3103-17 | Gravity Prospecting Observer |
| | 3103-17 | Seismic Prospecting Observer |
| PROSPECTOR | 8415-11 | Prospector |
| PROSTHETICS | 2303-39 | Prosthetics and Orthotics Rehabilitation Specialist |
| PROSTHETIST | 2399-99 | Prosthetist |
| | 4999-11 | Dental Prosthetist |
| PROSTHODONTIST | 2305-13 | Prosthodontist |
| PROSTITUTE | 6699-99 | Prostitute |
| PROTECTIVE | 8911-13 | Protective Service Officer |
| PROTEIN | 2107-15 | Protein Chemist |
| PROTHONOTARY | 2999-99 | Prothonotary |
| PSYCHIATRIC | 3401-19 | Registered Psychiatric Nurse |
| | 3401-91 | Student Registered Psychiatric Nurse |
| PSYCHIATRIST | 2303-21 | Psychiatrist |
| PSYCHOLOGIST | 2903-11 | Clinical Psychologist |
| | 2903-13 | Educational Psychologist |
| | 2903-13 | School Psychologist |
| | 2903-15 | Industrial Psychologist |
| | 2903-15 | Military Psychologist |
| | 2903-15 | Occupational Psychologist |
| | 2903-15 | Organisational Psychologist |
| | 2903-15 | Sports Psychologist |

| KEYWORD | CODE | TITLE |
|-------------------|---------|---|
| PUBLIC | 1313-11 | Public Policy Manager |
| | 1313-11 | Public Service Manager |
| | 1313-11 | Section Head (Public Service) |
| | 2703-11 | Information Officer (Public Relations) |
| | 2703-11 | Public Relations Officer |
| | 8999-99 | Public Telephone Money Collector |
| PUBLICAN | 1505-11 | Publican |
| PUBLICATION | 2805-13 | Publication Designer |
| PUBLICITY | 2703-11 | Publicity Officer |
| PULP | 7399-15 | Paper Pulp Preparation Plant Operator |
| | 8199-17 | Pulp, Papermaking and Paper Products Factory Hand |
| | 8199-17 | Pulp, Papermaking and Paper Products Labourer |
| PUMP | 7307-13 | Well Treatment Pump Operator |
| | 7399-23 | Concrete Pump Operator |
| PUMPING | 7307-11 | Petroleum and Gas Refining and Pumping Operator |
| PUPPETEER | 2817-99 | Puppeteer |
| PURCHASING | 1307-11 | Purchasing Manager |
| | 3913-11 | Purchasing Officer |
| | 5505-01 | Supervisor, Stock and Purchasing Clerks |
| | 5505-13 | Purchasing Clerk |
| PURSER | 3999-99 | Ship's Purser |
| | 6609-01 | Aircraft Purser |
| PYROMETALLURGICAL | 2217-11 | Pyrometallurgical Engineer |

Q

| KEYWORD | CODE | TITLE |
|---------------|---------|------------------------------|
| QUALIFIED | 4705-13 | Qualified Cook |
| QUALITY | 1305-11 | Quality Control Manager |
| | 2199-11 | Water Quality Analyst |
| | 2217-13 | Quality Control Metallurgist |
| | 3905-21 | Water Quality Inspector |
| | 8109-13 | Quality Control Inspector |
| QUANTITY | 2203-11 | Quantity Surveyor |
| QUARANTINE | 3905-15 | Quarantine Inspector |
| QUARRY | 8415-11 | Quarry Labourer |
| QUARTERMASTER | 7499-19 | Quartermaster Gunner |
| QUEEN'S | 2605-11 | Queen's Counsel |

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| RABBI | 2607-11 | Rabbi |
| RACE | 3915-17 | Race Steward |
| RACECOURSE | 3915-17 | Racecourse Official |
| RACING | 3915-17 | Handicapper (Racing) |
| | 3915-17 | Horse Racing Judge |
| RADAR | 3999-99 | Radar Operator |
| RADIAL | 4103-13 | Radial Driller (Metal) |
| RADIATION | 2303-23 | Radiation Oncologist |
| RADIO | 2211-13 | Radio Engineer |
| | 2807-13 | Radio Journalist |
| | 2811-23 | Director (Radio or Television) |
| | 3201-15 | Radio Maintenance Officer |
| | 3303-19 | Airworthiness Surveyor (Radio) |
| | 3903-01 | Supervising Technician, Radio Operations |
| | 3999-11 | Radio Operator |
| | 3999-11 | Radio Telegraphist |
| | 4211-17 | Aircraft Ground Engineer (Radio) |
| | 4211-17 | Aircraft Maintenance Engineer (Radio) |
| | 4211-17 | Aircraft Mechanic (Radio) |
| | 4211-17 | Examiner of Aircraft Radio |
| | 4211-17 | Licensed Aircraft Maintenance Engineer (Radio) |
| | 4311-15 | Radio Lineman/woman |
| | 4313-01 | Supervisor, Radio and Television Servicers |
| | 4313-11 | Radio and Television Repairer |
| | 4313-11 | Radio and Television Servicer |
| | 4313-11 | Radio Mechanic |
| | 4313-91 | Apprentice Radio and Television Servicer |
| | 5501-11 | Radio Traffic Scheduler |
| | 5503-15 | Radio Despatcher |
| RADIOGRAPHER | 2321-11 | Medical Diagnostic Radiographer |
| | 2321-13 | Medical Therapeutic Radiographer |
| RADIOLOGICAL | 2217-13 | Radiological Metallurgist |
| RADIOLOGIST | 2303-23 | Diagnostic Radiologist |
| | 2303-23 | Radiologist |
| | 2303-23 | Therapeutic Radiologist |
| RAIL | 7107-11 | Rail Car Driver |
| | 8909-11 | Freight Handler (Road and Rail) |
| RAILWAY | 1599-21 | Railway Station Master/Mistress |
| | 5503-99 | Railway Number Taker |
| | 6609-01 | Senior Railway Steward |
| | 6609-15 | Railway Conductor (Sleeping Car) |
| | 6609-15 | Railway Steward |
| | 7107-91 | Railway Fireman/woman |
| | 7299-11 | Railway Track Repair Machine Operator |
| | 7399-19 | Railway Shunter |
| | 7399-19 | Railway Switching and Signalling Operator |
| | 7399-19 | Railway Yard Assistant |
| | 8413-01 | Supervisor, Railway Labourers |
| | 8413-11 | Railway Fetter |
| | 8413-11 | Railway Labourer |
| | 8413-11 | Railway Track Patrolman/woman |
| | 8911-11 | Railway Patrol Officer |
| | 8911-11 | Railway Security Guard |
| | 8911-15 | Railway Guard |
| | 8999-25 | Railway Station Assistant |
| | 8999-99 | Railway Crossing Attendant |
| RAISE | 7317-11 | Raise Drill Operator |

R

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| RAISER | 6501-15 | Fund Raiser |
| RANGER | 3999-31 | Park Ranger |
| | 3999-99 | Forest Ranger |
| RANKS | 1201-11 | Air Force ranks above and including Air Commodore |
| | 1201-11 | Army ranks above and including Brigadier |
| | 1201-11 | Naval ranks above and including Commodore |
| RE-RECORDING | 3903-11 | Re-recording Mixer |
| REACH | 7203-11 | Reach Truck Driver |
| READER | 2501-11 | Reader |
| | 5999-11 | Meter Reader |
| | 5999-13 | Proof Reader |
| REAL | 1599-17 | Real Estate Agency Manager |
| | 6105-11 | Real Estate Sales Representative |
| | 6105-11 | Real Estate Salesperson |
| | 6105-11 | Real Estate Sub-agent |
| | 6105-13 | Real Estate Property Manager |
| RECEIVING | 5503-11 | Receiving and Despatching Clerk |
| RECEPTIONIST | 5601-11 | Receptionist |
| RECLAIMER | 7309-11 | Bucketwheel Reclaimer Operator |
| RECONSTRUCTIVE | 2303-35 | Plastic and Reconstructive Surgeon |
| RECORD | 2799-11 | Medical Record Administrator |
| | 2799-11 | Medical Record Librarian |
| RECORDER | 3903-11 | Video and Sound Recorder |
| | 5501-13 | Production Recorder |
| | 8411-11 | Survey Recorder |
| RECORDING | 3903-01 | Supervisor, Sound Recording and Reproduction Equipment Operators |
| | 5501-01 | Supervisor, Production Recording Clerks |
| | 5503-01 | Supervisor, Transport Recording and Despatching Clerks |
| RECORDIST | 3903-11 | Sound Recordist |
| RECORDS | 5905-11 | Personnel Records Clerk |
| | 5999-11 | Meter Records Clerk |
| RECOVERY | 7299-99 | Recovery Mechanic (Army) |
| | 7435-13 | Silver Recovery Operator |
| RECREATION | 2999-17 | Recreation Adviser |
| | 2999-17 | Recreation Officer |
| RECRUITMENT | 2705-11 | Recruitment Officer |
| RECYCLER | 8999-27 | Automotive Parts Recycler |
| REELED | 7317-11 | Reeled Tubing Operator |
| REFEREE | 3915-19 | Referee |
| REFINER | 7399-31 | Electrolytic Refiner |
| REFINING | 7307-11 | Petroleum and Gas Refining and Pumping Operator |
| REFRACTORY | 4403-11 | Refractory Bricklayer |
| REFRIGERATION | 4307-01 | Supervisor, Refrigeration and Air-Conditioning Mechanics |
| | 4307-13 | Refrigeration Fitter |
| | 4307-13 | Refrigeration Mechanic |
| | 4307-91 | Apprentice Refrigeration and Air-Conditioning Mechanic |
| | 7303-11 | Refrigeration Plant Operator |
| REFUGE | 6601-21 | Refuge Worker |
| | 6601-99 | Child Care, Refuge and Related Workers nec |

| KEYWORD | CODE | TITLE |
|-------------------|---------|---|
| REGIMENTAL | 3999-33 | Regimental Sergeant Major |
| REGIONAL | 1201-11 | Regional Manager |
| | 2907-11 | Urban and Regional Planner |
| REGISTERED | 3401-11 | Registered General Nurse |
| | 3401-13 | Registered Community Health Nurse |
| | 3401-15 | Registered Midwife |
| | 3401-17 | Registered Mental Retardation Nurse |
| | 3401-19 | Registered Psychiatric Nurse |
| | 3401-91 | Student Registered Nurse |
| | 3401-91 | Student Registered Psychiatric Nurse |
| REGISTRAR | 2999-99 | Court Registrar |
| | 2999-99 | Industrial Registrar |
| REGISTRY | 5401-13 | Registry Clerk |
| REGULATORY | 3905-01 | Supervisor, Inspectors and Regulatory Officers |
| REHABILITATION | 2303-39 | Orthopaedic Rehabilitation Specialist |
| | 2303-39 | Prosthetics and Orthotics Rehabilitation Specialist |
| | 2303-39 | Specialist in Rehabilitation Medicine |
| | 2303-39 | Spinal Injuries Rehabilitation Specialist |
| | 2303-39 | Vocational Rehabilitation Specialist |
| | 2603-11 | Rehabilitation Counsellor |
| RELATIONS | 1309-11 | Personnel and Industrial Relations Manager |
| | 2703-11 | Information Officer (Public Relations) |
| | 2703-11 | Public Relations Officer |
| | 2799-13 | Industrial Relations Officer |
| RELATIONSHIP | 2603-13 | Relationship Counsellor |
| RELAYS | 3201-11 | Relays Drafting Officer |
| RELIGION | 2607-11 | Minister of Religion |
| RELIGIOUS | 1399-99 | Religious Administrator |
| | 2607-11 | Religious Brother |
| | 2607-11 | Religious Sister |
| REMEDIAL | 2407-11 | Remedial Teacher |
| REMOTE | 5201-13 | Remote Computer Terminal Operator |
| REMOVALIST-DRIVER | 7105-15 | Furniture Removalist-Driver |
| REMOVALIST'S | 8909-17 | Furniture Removalist's Assistant |
| REMOVER | 6699-15 | Hair Remover |
| RENAL | 2303-99 | Renal Specialist |
| | 3101-99 | Renal Technician |
| RENDERER | 4407-11 | Cement Renderer |
| RENTAL | 6599-17 | Rental Clerk |
| | 6599-17 | Rental Salesperson |
| REPAIR | 7299-11 | Railway Track Repair Machine Operator |
| REPAIRER | 4213-11 | Camera Repairer |
| | 4213-11 | Precision Instrument Maker and Repairer |
| | 4213-11 | Scientific Instrument Maker and Repairer |
| | 4213-13 | Watch and Clock Maker and Repairer |
| | 4213-17 | Saw Maker and Repairer |
| | 4213-91 | Apprentice Saw Maker and Repairer |
| | 4213-91 | Apprentice Watch and Clock Repairer |
| | 4313-11 | Radio and Television Repairer |
| | 4907-13 | Boat Builder and Repairer |
| | 4915-13 | Shoe Repairer |
| | 4915-91 | Apprentice Shoemaker and Repairer |
| | 4925-91 | Apprentice Musical Instrument Maker and Repairer |

R

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| | 4925-99 | Stringed Instrument Repairer |
| | 7413-21 | Plywood and Veneer Repairer |
| REPAIRERS | 4925-01 | Supervisor, Musical Instrument Makers and Repairers |
| REPAIRING | 4915-01 | Supervisor, Shoemaking and Repairing Tradespersons |
| REPORTER | 2807-13 | Reporter |
| | 5101-15 | Court and Hansard Reporter |
| REPRESENTATIVE | 5503-11 | Circulation Representative |
| | 6103-11 | Life Assurance Representative |
| | 6105-11 | Real Estate Sales Representative |
| | 6201-11 | Sales Representative (Chemical Products) |
| | 6201-13 | Sales Representative (EDP Equipment) |
| | 6201-15 | Sales Representative (Medical, Dental and Veterinary Equipment) |
| | 6201-17 | Sales Representative (Communications Equipment) |
| | 6201-17 | Sales Representative (Electronic Equipment except EDP) |
| | 6201-19 | Sales Representative (Toys and Sporting Goods) |
| | 6201-21 | Sales Representative (Advertising) |
| | 6201-21 | Sales Representative (Business Services) |
| | 6201-23 | Sales Representative (Books and Paper Products) |
| | 6201-25 | Sales Representative (Builders' Hardware) |
| | 6201-27 | Sales Representative (Floor Coverings and Furniture) |
| | 6201-29 | Sales Representative (Food, Drink and Tobacco Products) |
| | 6201-31 | Sales Representative (Household Goods and Domestic Hardware) |
| | 6201-33 | Sales Representative (Toiletries) |
| | 6201-35 | Sales Representative (Pharmaceuticals) |
| | 6201-37 | Sales Representative (Textiles, Clothing and Footwear) |
| | 6201-99 | Sales Representative (Jewellery and Watches) |
| | 6201-99 | Sales Representative (Musical Goods) |
| | 6201-99 | Sales Representative (Photographic Equipment and Supplies) |
| | 6201-99 | Sales Representative (Printing) |
| REPRODUCER | 4903-11 | Antique Furniture Reproducer |
| REPRODUCTION | 3903-01 | Supervisor, Sound Recording and Reproduction Equipment Operators |
| | 4503-01 | Supervisor, Graphic Reproduction Tradespersons |
| | 4503-91 | Apprentice Graphic Reproduction Tradesperson |
| | 7435-11 | Microfiche Reproduction Operator |
| RESAWYER | 7413-13 | Resawyer |
| RESCUE | 3303-25 | Air Observer (Rescue) |
| | 3303-25 | Aircraft Crewman/woman (Military and Rescue) |
| | 3303-25 | Helicopter Observer (Rescue) |
| RESEARCH | 1399-13 | Market Research Manager |
| | 1399-13 | Research and Development Manager |
| | 1399-13 | Research Manager |
| | 2199-15 | Research Meteorologist |
| | 2907-99 | Market Research Analyst |
| | 2909-11 | Operations Research Analyst |
| | 2999-15 | Research Workers nec |
| | 3103-11 | Chemical Research Technical Officer |
| | 5999-19 | Market Research Interviewer |
| RESERVATIONS | 6405-11 | Reservations Clerk |
| RESIDENTAL | 3901-15 | Residential Care Worker |
| RESORT | 1505-11 | Resort Manager |
| RESOURCE | 2407-11 | Resource Teacher |
| RESTAURANT | 1503-11 | Restaurant and Catering Managing Supervisor |
| RESTAURATEUR | 1503-11 | Restaurateur |

| KEYWORD | CODE | TITLE |
|----------------|---------|--------------------------------------|
| RESTORER | 4903-11 | Antique Furniture Restorer |
| RETAIL | 2307-15 | Retail Pharmacist |
| | 3913-15 | Retail Buyer |
| RETARDATION | 3401-17 | Registered Mental Retardation Nurse |
| RETICULATION | 3203-11 | Sewage Reticulation Drafting Officer |
| RETORT | 4403-11 | Retort Setter (Bricklaying) |
| | 7431-27 | Food Processing Retort Operator |
| RETOUCHER | 3999-25 | Photograph Retoucher |
| | 4503-15 | Retoucher and Planner (Printing) |
| RETREADER | 7409-11 | Tyre Retreader |
| REVISER | 4503-13 | Cylinder Reviser |
| REWINDER | 7415-13 | Paper Rewinder Operator |
| RHEUMATOLOGIST | 2303-99 | Rheumatologist |
| RIDER | 5605-11 | Despatch Rider (Army) |
| RIFLEMAN | 7499-19 | Rifleman |
| RIG | 7317-11 | Service Rig Operator |
| RIGGER | 4999-27 | Parachute Rigger |
| | 8405-13 | Rigger (Construction) |
| RIGGER'S | 8405-13 | Rigger's Assistant |
| RING | 4923-11 | Ring Maker |
| RIPSAW | 7413-13 | Ripsaw Operator |
| ROAD | 3203-11 | Road Design Draftsperson |
| | 7105-13 | Road Train Driver |
| | 7207-13 | Road Roller Operator |
| | 7299-99 | Road Linemarker |
| | 7299-99 | Road Sweeper Operator |
| | 8409-01 | Road Ganger |
| | 8409-11 | Road Maintenance Worker |
| | 8909-11 | Freight Handler (Road and Rail) |
| ROASTER | 7315-15 | Ore Roaster Operator |
| ROASTING | 7315-01 | Supervisor, Roasting Plant Operators |
| ROCK | 7201-29 | Hydraulic Rock Breaker Operator |
| | 7317-11 | Rock Drill Operator |
| RODDING | 7399-33 | Rodding Press Operator |
| ROLL | 7409-99 | Rubber Roll Builder |
| ROLLER | 7207-13 | Road Roller Operator |
| | 7399-13 | Metal Roller |
| | 7409-99 | Rubber Roller Grinder Operator |
| ROLLING | 4203-17 | Sheetmetal Rolling Machine Operator |
| | 7399-13 | Metal Rolling Mill Operator |
| | 7399-13 | Rolling Mill Assistant |
| ROOF | 4409-11 | Roof Plumber |
| | 4411-01 | Supervisor, Roof Slaters and Tilers |
| | 4411-11 | Roof Fixer |
| | 4411-11 | Roof Shingler |
| | 4411-11 | Roof Slater and Tiler |
| | 4411-91 | Apprentice Roof Slater and Tiler |
| | 8101-13 | Roof Slater and Tiler's Assistant |
| | 8415-11 | Roof Bolter (Mining) |
| ROOM | 4101-01 | Supervisor, Tool Room |

R

| KEYWORD | CODE | TITLE |
|-----------------|---------|---|
| | 6505-01 | Dining Room Host/Hostess |
| | 6505-15 | Dining Room Attendant |
| | 6599-13 | Auction Room Attendant |
| | 7301-11 | Power Generation Turbine Room Operator |
| | 7435-11 | Dark Room Attendant |
| | 8199-41 | Bread Room Hand |
| ROPE | 7425-19 | Rope and Cord Making Machine Operator |
| ROSTER | 5905-11 | Roster Clerk |
| ROTARY | 7209-13 | Rotary Hoe Operator |
| | 7317-11 | Rotary Drill Operator |
| ROTATIONAL | 7407-15 | Rotational Moulding Machine Operator |
| ROUGHNECK | 8415-13 | Roughneck |
| ROUNDSMAN/WOMAN | 2807-13 | Roundsman/woman (News) |
| ROUSEABOUT | 8201-15 | Rouseabout |
| ROUSTABOUT | 8415-13 | Roustabout |
| ROUTER | 4901-11 | Program Router Cutter |
| RUBBER | 7409-01 | Supervisor, Rubber Production Machine Operators |
| | 7409-99 | Rubber Knitting Machine Operator |
| | 7409-99 | Rubber Roll Builder |
| | 7409-99 | Rubber Roller Grinder Operator |
| | 8199-25 | Rubber and Plastics Factory Hand |
| | 8199-25 | Rubber and Plastics Products Labourer |

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| SACK | 7433-99 | Sack and Bag Filler |
| SADDLER | 4917-11 | Saddler |
| SAFEMAKER | 4213-15 | Safemaker |
| SAFETY | 1309-11 | Occupational Health and Safety Manager |
| | 2219-11 | Air Safety Engineer |
| | 2219-17 | Safety Engineer |
| | 3905-13 | Safety Inspector |
| | 3905-27 | Corporate Safety Officer |
| | 4999-27 | Aircraft Safety Equipment Worker |
| SAILMAKER | 4917-15 | Sailmaker |
| | 4917-91 | Apprentice Sailmaker |
| SAILOR | 8925-11 | Sailor |
| SALES | 1303-11 | Sales and Marketing Manager |
| | 6105-11 | Real Estate Sales Representative |
| | 6201-11 | Sales Representative (Chemical Products) |
| | 6201-13 | Sales Representative (EDP Equipment) |
| | 6201-15 | Sales Representative (Medical, Dental and Veterinary Equipment) |
| | 6201-17 | Sales Representative (Communications Equipment) |
| | 6201-17 | Sales Representative (Electronic Equipment except EDP) |
| | 6201-19 | Sales Representative (Toys and Sporting Goods) |
| | 6201-21 | Sales Representative (Advertising) |
| | 6201-21 | Sales Representative (Business Services) |
| | 6201-23 | Sales Representative (Books and Paper Products) |
| | 6201-25 | Sales Representative (Builders' Hardware) |
| | 6201-27 | Sales Representative (Floor Coverings and Furniture) |
| | 6201-29 | Sales Representative (Food, Drink and Tobacco Products) |
| | 6201-31 | Sales Representative (Household Goods and Domestic Hardware) |
| | 6201-33 | Sales Representative (Toiletries) |
| | 6201-35 | Sales Representative (Pharmaceuticals) |
| | 6201-37 | Sales Representative (Textiles, Clothing and Footwear) |
| | 6201-99 | Sales Representative (Jewellery and Watches) |
| | 6201-99 | Sales Representative (Musical Goods) |
| | 6201-99 | Sales Representative (Photographic Equipment and Supplies) |
| | 6201-99 | Sales Representative (Printing) |
| | 6301-01 | Sales Department Manager |
| | 6301-01 | Supervisor, Sales Assistants |
| | 6301-11 | Sales Assistant (Hardware and Gardening Supplies) |
| | 6301-13 | Sales Assistant (Fabrics, Clothing and Footwear) |
| | 6301-15 | Sales Assistant (Food and Drink Products) |
| | 6301-17 | Sales Assistant (Furniture, Floor Coverings and Household Goods) |
| | 6301-19 | Sales Assistant (Caravans and Motor Vehicles) |
| | 6301-21 | Sales Assistant (Office Supplies) |
| | 6301-21 | Sales Assistant (Stationery, Newspapers and Books) |
| | 6301-23 | Sales Assistant (Pharmaceutical Products and Toiletries) |
| | 6301-25 | Sales Assistant (Tyres) |
| | 6301-25 | Sales Assistant (Vehicle Parts and Accessories) |
| | 6301-99 | Sales Assistant (EDP and Office Equipment) |
| | 6301-99 | Sales Assistant (Musical Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Photographic Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Sports Equipment and Toys) |
| | 6301-99 | Sales Assistant (Watches and Jewellery) |
| | 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| | 6599-15 | Sales Demonstrator |
| SALESPERSON | 6105-11 | Real Estate Salesperson |
| | 6501-13 | Cash Van Salesperson |
| | 6501-15 | Door-to-Door Salesperson |
| | 6599-17 | Rental Salesperson |
| SALVAGE | 8415-11 | Salvage Miner |

S

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| SALVATION | 2607-11 | Salvation Army Officer |
| SAMMYING | 7423-11 | Sammying Machine Operator |
| SAMPLE | 4911-13 | Apparel Sample Hand |
| | 8109-15 | Coal Sample Tester |
| SAMPLER | 8415-11 | Mine Sampler |
| SANDBLASTER | 7499-99 | Sandblaster |
| SANDER | 4901-11 | Automatic Profile Sander Operator |
| SATURATION | 4999-19 | Saturation Technician |
| | 4999-21 | Saturation Diver |
| SAUCE | 7431-27 | Fruit Conserve and Sauce Maker |
| SAW | 4213-17 | Saw Doctor |
| | 4213-17 | Saw Maker and Repairer |
| | 4213-17 | Saw Sharpener |
| | 4213-91 | Apprentice Saw Maker and Repairer |
| | 4901-11 | Panel Saw Operator |
| | 7413-01 | Supervisor, Saw Operators |
| | 7413-13 | Trim Saw Operator |
| SAWMILL | 7413-15 | Sawmill Docker |
| | 7413-99 | Sawmill Moulder Operator |
| | 8199-13 | Sawmill Labourer |
| SAWS | 7431-19 | Poultry Saws Operator |
| SAWYER | 7413-11 | Breakdown Sawyer |
| | 7413-11 | Head Sawyer |
| | 7413-13 | Cant Gang Sawyer |
| | 7419-15 | Stone Sawyer |
| SCAFFOLDER | 8405-11 | Scaffolder |
| SCALEMAKER | 4213-11 | Scalemaker and Adjuster |
| SCANNER | 4503-15 | Electronic Scanner Operator (Printing) |
| SCENE | 2801-99 | Scene Painter (Performing Arts) |
| SCENERY | 4401-11 | Prop and Scenery Maker |
| SCHEDULE | 5501-11 | Schedule Clerk |
| SCHEDULER | 5501-11 | Radio Traffic Scheduler |
| SCHEDULING | 5501-11 | Production Scheduling Clerk |
| SCHOOL | 1317-11 | School Principal |
| | 2401-11 | Pre-Primary School Teacher |
| | 2403-01 | Senior Teacher, Infant-Primary School |
| | 2403-11 | Infant School Teacher |
| | 2403-11 | Junior Primary School Teacher |
| | 2403-11 | Primary School Teacher |
| | 2405-01 | Senior Teacher, Secondary School |
| | 2405-11 | Secondary School Teacher |
| | 2405-11 | Secondary School Teacher-Librarian |
| | 2503-01 | Head of School (TAFE) |
| | 2505-23 | Ground School Instructor |
| | 2903-13 | School Psychologist |
| | 2905-13 | School Inspector |
| | 2905-13 | School Superintendent |
| | 8301-13 | School Cleaner |
| | 8999-99 | School Crossing Attendant |
| SCIENCE | 3103-15 | Earth Science Technical Officer |
| | 3103-15 | Soils Science Technical Officer |
| | 3103-17 | Earth Science Technician |
| | 3103-17 | Soil Science Technician |

| KEYWORD | CODE | TITLE |
|------------------|---------|--|
| | 3103-25 | Life Science Technical Officer |
| | 3103-27 | Life Science Technician |
| SCIENTIFIC | 4213-11 | Scientific Instrument Maker and Repairer |
| SCIENTIST | 2107-19 | Horticultural Scientist |
| | 2107-19 | Plant Scientist |
| | 2107-25 | Forest Scientist |
| | 2109-11 | Clinical Laboratory Scientist |
| | 2109-11 | Medical Laboratory Scientist |
| | 2109-13 | Clinical Physical Scientist |
| | 2199-11 | Environmental Scientist |
| | 2199-13 | Soil Scientist |
| | 2217-17 | Ceramics Scientist |
| | 2217-17 | Materials Scientist |
| | 2217-17 | Polymer Scientist |
| | 2707-23 | Computer Scientist |
| | 2907-99 | Political Scientist |
| SCOURING | 7421-15 | Wool Scouring Operator |
| SCRAP | 6501-11 | Scrap Materials Buyer |
| | 6501-11 | Scrap Merchant |
| SCRAPER | 7201-13 | Scraper Operator (Earthmoving) |
| SCREEN | 4511-01 | Supervisor, Screen Printers |
| | 4511-11 | Screen Printer |
| | 4511-11 | Screen Printing Stencil Preparer |
| | 4511-91 | Apprentice Screen Printer |
| | 8401-13 | Shower Screen Installer |
| | 8415-15 | Screen and Loadout Attendant |
| SCREENSMAN/WOMAN | 7431-11 | Screensman/woman |
| SCREENWRITER | 2809-11 | Screenwriter |
| SCRIP | 5303-13 | Scrip Clerk (Stockbroking) |
| SCRIPT | 2809-11 | Script Writer |
| | 2809-15 | Script Editor |
| SCULPTOR | 2801-13 | Sculptor |
| SCYTHE | 7209-13 | Auto Scythe Operator |
| SEAGRASS | 8299-99 | Kelp and Seagrass Gatherer |
| SEAM | 7317-11 | Coal Seam Drill Operator |
| SEAMAN | 3305-13 | Seaman Officer (Navy) |
| SEAMAN/WOMAN | 8925-11 | Seaman/woman |
| SEAMSTRESS | 4911-13 | Seamstress |
| SEARCHER | 5907-13 | Title Searcher |
| SECOND | 2407-99 | Teacher of English as a Second Language |
| | 4103-19 | Metal Machinist (Second Class) |
| | 4203-17 | Sheetmetal Worker (Second Class) |
| | 4205-19 | Welder (Second Class) |
| | 4209-15 | Electroplater (Second Class) |
| SECONDARY | 2217-13 | Secondary Metallurgist |
| | 2405-01 | Senior Teacher, Secondary School |
| | 2405-11 | Secondary School Teacher |
| | 2405-11 | Secondary School Teacher-Librarian |
| SECRETARIES | 5101-01 | Supervisor, Office Secretaries and Stenographers |
| SECRETARY | 1201-11 | Trade Union Secretary |
| | 1301-11 | Company Secretary |
| | 3999-99 | Agricultural Secretary |
| | 5101-11 | Legal Secretary |

S

| KEYWORD | CODE | TITLE |
|----------------------------------|---------|--|
| | 5101-11 | Office Secretary |
| | 5101-11 | Personal Secretary |
| | 5101-11 | Stenographic Secretary |
| SECTION | 1313-11 | Section Head (Public Service) |
| SECURITIES | 6101-11 | Securities Dealer |
| SECURITY | 2707-25 | EDP Security Analyst |
| | 8401-13 | Security Door Installer |
| | 8911-01 | Supervisor, Guards and Security Officers |
| | 8911-11 | Railway Security Guard |
| | 8911-13 | Security Guard |
| | 8911-13 | Security Officer |
| | 8911-13 | Security Patrol Officer |
| SEED | 1401-11 | Seed Farmer |
| | 8201-99 | Seed Cleaner and Pickler |
| SEISMIC | 3103-17 | Seismic Prospecting Observer |
| | 8411-11 | Seismic Survey Assistant |
| SEISMOGRAPH | 4909-11 | Seismograph Shooter |
| SEISMOLOGIST | 2103-13 | Seismologist |
| SELECTION | 2999-99 | Military Personnel Selection Assessor |
| SELLER | 6405-11 | Ticket Seller |
| | 8901-13 | Program Seller |
| SEMI-TRAILER | 7105-13 | Semi-Trailer Driver |
| SENATOR | 1101-11 | Senator |
| SENIOR | 2403-01 | Senior Teacher, Infant-Primary School |
| | 2405-01 | Senior Teacher, Secondary School |
| | 6609-01 | Senior Flight Attendant |
| | 6609-01 | Senior Railway Steward |
| SEPARATION | 3103-17 | Mineral Separation Technician |
| SEPARATOR | 7399-11 | Ore Separator Operator |
| | 8199-33 | Offal Separator |
| SEPTIC | 4409-15 | Septic Tank Installer |
| SERGEANT | 3501-01 | Police Station Sergeant |
| | 3999-33 | Company Sergeant Major |
| | 3999-33 | Regimental Sergeant Major |
| SERVICE | 1313-11 | Public Service Manager |
| | 1313-11 | Section Head (Public Service) |
| | 1501-11 | Service Station Manager |
| | 3303-13 | Flight Service Officer |
| | 3303-93 | Trainee Flight Service Officer |
| | 4103-11 | Service Fitter |
| | 5601-13 | Customer Service Officer |
| | 6403-11 | Service Station Console Operator |
| | 6505-11 | Formal Service Waiter/Waitress |
| | 6505-11 | Silver Service Waiter/Waitress |
| | 6599-19 | Service Counter Clerk |
| | 6599-21 | Service Station Attendant |
| | 7317-11 | Service Rig Operator |
| | 8911-13 | Protective Service Officer |
| SERVICEMAN/WOMAN | 4311-15 | Telecommunications Line Serviceman/woman |
| SERVICEMAN/WOMAN-IN- TRAINING | 4311-91 | Telecommunications Line Serviceman/woman-in-Training |
| SERVICEPERSON | 8921-13 | Hospital Food Serviceperson |
| | 8999-99 | Pool Serviceperson |

| KEYWORD | CODE | TITLE |
|------------|---------|---|
| SERVICER | 4303-13 | Electrical Appliance Servicer |
| | 4313-11 | Radio and Television Servicer |
| | 4313-91 | Apprentice Radio and Television Servicer |
| | 4315-11 | Office Equipment Servicer |
| | 4315-13 | Computer Servicer |
| | 4315-91 | Apprentice Office Equipment and Computer Servicer |
| | 4315-91 | Trainee Office Equipment and Computer Servicer |
| | 4399-13 | Poker Machine Servicer |
| | 4399-13 | Vending Machine Servicer |
| SERVICERS | 4313-01 | Supervisor, Radio and Television Servicers |
| | 4315-01 | Supervisor, Office Equipment and Computer Servicers |
| SERVICES | 3905-99 | Postal Services Field Manager |
| | 6201-21 | Sales Representative (Business Services) |
| | 6405-11 | Airline Traffic Officer (Passenger Services) |
| SET | 2805-13 | Set Designer |
| SETTER | 4103-13 | Machine Setter (Metal) |
| | 4103-17 | Die Setter |
| | 4403-11 | Retort Setter (Bricklaying) |
| | 4407-13 | Fibrous Plaster Setter |
| | 4901-11 | Woodworking Machine Setter |
| | 4923-11 | Gem Setter |
| | 7407-11 | Cellular Plastics Machine Setter |
| | 7407-11 | Plastics Extruding Machine Setter |
| | 7407-11 | Plastics Moulding Machine Setter |
| | 7407-11 | Plastics Production Machine Setter |
| | 7407-11 | Thermoforming Machine Setter |
| | 7415-15 | Carton Cutting and Crease Forme Setter |
| SETTER-OUT | 4401-13 | Joinery Setter-out |
| SEWAGE | 3203-11 | Sewage Reticulation Drafting Officer |
| | 7399-29 | Sewage Plant Operator |
| SEWER | 7427-13 | Glove Sewer |
| SEWING | 4103-11 | Sewing Machine Mechanic |
| | 4103-91 | Apprentice Sewing Machine Mechanic |
| | 7427-01 | Supervisor, Textile Sewing Machinists |
| | 7427-11 | Textile Sewing Machinist (Single Needle) |
| | 7427-13 | Textile Sewing Machinist (Multi Needle) |
| SHACKLER | 8199-33 | Stunner and Shackler (Abattoir) |
| SHAFT | 7317-11 | Shaft Sinker |
| SHALLOW | 4999-23 | Shallow Water Diver |
| SHARPENER | 4213-17 | Saw Sharpener |
| | 7405-11 | Knife Sharpener |
| SHAVING | 7423-11 | Leather Splitting and Shaving Machine Operator |
| SHEARER | 4929-11 | Shearer |
| SHEARERS' | 4705-99 | Shearers' Cook |
| SHEARING | 4929-01 | Overseer, Shearing Shed |
| | 4929-01 | Shearing Contractor |
| | 4929-03 | Shearing Shed Expert |
| | 8201-15 | Shearing Shed Hand |
| SHEATHER | 7407-25 | Wire Sheather |
| SHEATHING | 7407-25 | Sheathing Extruder |
| SHED | 4929-01 | Overseer, Shearing Shed |
| | 4929-03 | Shearing Shed Expert |
| | 8201-15 | Shearing Shed Hand |
| SHEEP | 1401-21 | Sheep Farm Manager |

S

| KEYWORD | CODE | TITLE |
|------------------|---------|--|
| | 1401-21 | Sheep Farmer |
| | 1401-21 | Sheep Station Manager |
| | 1401-21 | Sheep Stud Farmer |
| SHEET | 7407-19 | Plastics Sheet Press Operator |
| | 8199-25 | Plastic Sheet Fabricator |
| SHEETMETAL | 4203-01 | Supervisor, Sheetmetal Tradespersons |
| | 4203-11 | Sheetmetal Patternmaker |
| | 4203-11 | Sheetmetal Worker (First Class) |
| | 4203-17 | Sheetmetal Rolling Machine Operator |
| | 4203-17 | Sheetmetal Worker (Second Class) |
| | 4203-91 | Apprentice Sheetmetal Tradesperson |
| SHELF | 8907-11 | Shelf Stacker (Store) |
| SHERIFF | 5907-99 | Sheriff |
| SHERIFF'S | 5907-99 | Sheriff's Officer |
| SHIFT | 7201-01 | Shift Boss (Mining) |
| SHINGLER | 4411-11 | Roof Shingler |
| SHIP'S | 3305-11 | Merchant Ship's Captain |
| | 3305-11 | Ship's Captain |
| | 3305-11 | Ship's Master |
| | 3305-11 | Ship's Pilot |
| | 3305-13 | Ship's Mate |
| | 3305-13 | Ship's Navigating Officer |
| | 3305-13 | Ship's Officer |
| | 3307-11 | Ship's Engineer Officer |
| | 3999-99 | Ship's Purser |
| | 4907-11 | Ship's Carpenter |
| | 4907-91 | Apprentice Ship's Carpenter |
| SHIPBUILDING | 3299-99 | Shipbuilding Design Drafting Officer |
| SHIPPING | 1307-11 | Shipping Manager |
| | 5503-11 | Shipping Clerk |
| | 7307-11 | Petroleum Shipping Plant Operator |
| SHIPWRIGHT | 4907-11 | Shipwright |
| | 4907-91 | Apprentice Shipwright |
| SHIRT | 8105-99 | Shirt Packer |
| SHOE | 4915-13 | Shoe Repairer |
| SHOEMAKER | 4915-11 | Bespoke Shoemaker |
| | 4915-11 | Shoemaker |
| | 4915-11 | Surgical Shoemaker |
| | 4915-91 | Apprentice Shoemaker and Repairer |
| SHOEMAKING | 4915-01 | Supervisor, Shoemaking and Repairing Tradespersons |
| | 7429-11 | Inker Machine Operator (Shoemaking) |
| | 7429-11 | Shoemaking Cementer |
| | 7429-11 | Shoemaking Finisher |
| | 7429-11 | Shoemaking Machine Operator |
| | 7429-11 | Shoemaking Table Hand |
| SHOOTER | 4909-11 | Seismograph Shooter |
| SHOOTER-TRAPPER | 8299-11 | Shooter-Trapper |
| SHOP | 1501-11 | Shop Manager |
| | 4401-11 | Shop Fitter |
| | 6301-15 | Bottle Shop Attendant |
| | 6301-23 | Chemist Shop Assistant |
| SHORTHAND-TYPIST | 5101-13 | Shorthand-Typist |
| SHOT | 8101-99 | Shot Firer's Assistant |

| KEYWORD | CODE | TITLE |
|---------------------|---------|--|
| SHOT-FIRER | 4909-11 | Shot-firer |
| SHOVEL | 7201-21 | Mining Shovel Operator |
| | 7201-91 | Shovel Greaser |
| | 7201-91 | Shovel Oiler |
| SHOWCARD | 3999-17 | Showcard Ticket Writer |
| SHOWER | 8401-13 | Shower Screen Installer |
| SHRINK | 7433-99 | Shrink Wrap Operator |
| SHUCKER | 8925-13 | Abalone Shucker |
| SHUNTER | 7399-19 | Railway Shunter |
| SIGNALLER | 3999-99 | Signaller (Defence Forces) |
| SIGNALLING | 7399-19 | Railway Switching and Signalling Operator |
| SIGNCRAFTSMAN/WOMAN | 4405-15 | Signcraftsman/woman |
| SIGNWRITER | 4405-15 | Signwriter |
| | 4405-91 | Apprentice Painter, Decorator and Signwriter |
| SIGNWRITER'S | 8101-13 | Signwriter's Assistant |
| SIGNWRITERS | 4405-01 | Supervisor, Painters, Decorators and Signwriters |
| SILVER | 6505-11 | Silver Service Waiter/Waitress |
| | 7435-13 | Silver Recovery Operator |
| SILVERER | 4921-11 | Glass Silverer |
| SILVERSMITH | 4923-15 | Silversmith |
| | 4923-91 | Apprentice Silversmith |
| SINGER | 2815-13 | Concert and Opera Singer |
| | 2815-15 | Popular Singer |
| | 2815-99 | Chorus Singer |
| SINGING | 2505-13 | Singing Teacher (Private) |
| SINGLE | 7427-11 | Textile Sewing Machinist (Single Needle) |
| SINKER | 4101-11 | Die Sinker |
| | 7317-11 | Shaft Sinker |
| | 7317-11 | Winze Sinker |
| SISTER | 2607-11 | Religious Sister |
| | 3401-01 | Charge Sister |
| SITTER | 6601-15 | Baby Sitter |
| SIZE-GRADING | 7431-99 | Food Size-grading Operator |
| SIZER | 7425-11 | Warp Sizer |
| SKIDDER | 7205-11 | Skidder Operator |
| SKIN | 3913-13 | Hide and Skin Buyer |
| | 3999-37 | Hide and Skin Classer |
| | 7423-01 | Supervisor, Hide and Skin Processing Machine Operators |
| | 7423-11 | Hide and Skin Fleshing Machine Operator |
| | 7423-11 | Hide and Skin Processing Machine Operator |
| | 8199-27 | Hide and Skin Processing Labourer |
| SKINNER | 8199-33 | Animal Skinner |
| SKIPMAN/WOMAN | 7313-11 | Skipman/woman |
| SKIPPER | 3305-11 | Pearling Skipper |
| SLAB | 8403-11 | Concrete Slab Layer |
| SLASHER | 7425-11 | Textile Slasher |
| SLATER | 4411-11 | Roof Slater and Tiler |

S

| KEYWORD | CODE | TITLE |
|--------------------|---------|---|
| | 4411-91 | Apprentice Roof Slater and Tiler |
| | 8101-13 | Roof Slater and Tiler's Assistant |
| SLATERS | 4411-01 | Supervisor, Roof Slaters and Tilers |
| SLAUGHTERMAN/WOMAN | 4701-15 | Slaughterman/woman |
| | 4701-91 | Apprentice Slaughterman/woman |
| | 8199-37 | Poultry Slaughterman/woman |
| SLEEPER | 8203-15 | Sleeper Cutter |
| SLEEPING | 6609-15 | Railway Conductor (Sleeping Car) |
| SLICER | 7413-19 | Veneer Lathe and Slicer Operator |
| | 8199-35 | Meat Boner and Slicer |
| SLIDE | 7435-11 | Slide Developer |
| SLINGER | 8499-13 | Slinger |
| SMALL | 4505-19 | Small Offset Printing Machinist |
| | 4601-13 | Small Engine Mechanic |
| | 4601-91 | Apprentice Small Engine Mechanic |
| SMALLGOODS | 4701-01 | Supervisor, Smallgoods Makers |
| | 4701-13 | Smallgoods Maker |
| | 4701-91 | Apprentice Smallgoods Maker |
| | 7431-19 | Smallgoods Machine Operator |
| SMELTING | 2207-11 | Smelting Engineer |
| | 7315-01 | Supervisor, Smelting Plant Operators |
| | 7315-11 | Smelting Furnace Operator |
| SMITH | 4201-11 | Forging Smith |
| | 4923-15 | Precious Metal Smith |
| SMOKEHOUSE | 7431-19 | Fish Smokehouse Operator |
| | 7431-19 | Meat Smokehouse Operator |
| SMUTTERMAN/WOMAN | 7431-11 | Smutterman/woman |
| SNUBBING | 7317-11 | Snubbing Unit Operator |
| SOAKING | 7315-13 | Soaking Pit Furnace Operator |
| SOAP | 7411-11 | Soap Maker |
| SOCIAL | 2601-11 | Social Planner and Administrator |
| | 2601-13 | Community Social Worker |
| | 2601-15 | Social Case Worker |
| | 3901-15 | Social Worker Associate |
| SOCIETY | 1507-11 | Building Society Manager |
| SOCIOLOGIST | 2907-99 | Sociologist |
| SOFT | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 7431-15 | Soft Drink Mixer |
| SOFTWARE | 2707-13 | Software Programmer |
| | 2707-19 | Computer Systems Designer (Software) |
| | 2707-19 | Computer Systems Engineer (Software) |
| | 2707-19 | Software Engineer |
| SOFTWOOD | 8203-11 | Softwood Faller |
| SOIL | 2107-23 | Soil Zoologist |
| | 2107-99 | Soil Biologist |
| | 2199-13 | Soil Conservationist |
| | 2199-13 | Soil Scientist |
| | 3103-17 | Soil Science Technician |
| SOILS | 3103-15 | Soils Science Technical Officer |
| SOLDERER | 4205-19 | Solderer |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| SOLICITOR | 2605-13 | Solicitor |
| SOLID | 4407-11 | Solid Plasterer |
| SOLUTION | 7399-11 | Ore Treating Solution Operator |
| SONAR | 3999-99 | Sonar Operator |
| SONGWRITER | 2815-19 | Songwriter |
| SORTER | 5403-11 | Mail Sorter |
| | 8917-11 | Linen Sorter |
| SORTERS | 5403-01 | Supervisor, Mail Sorters |
| SORTING | 5499-11 | Other Filing, Sorting and Copying Clerks |
| SOUND | 3903-01 | Supervisor, Sound Recording and Reproduction Equipment Operators |
| | 3903-11 | Dubbing Projectionist (Sound Mixing) |
| | 3903-11 | Sound Editor |
| | 3903-11 | Sound Mixer |
| | 3903-11 | Sound Recordist |
| | 3903-11 | Sound Technician |
| | 3903-11 | Video and Sound Recorder |
| | 3903-99 | Sound Effects Person |
| SOUS-CHEF | 4705-11 | Sous-Chef |
| SPECIAL | 3903-99 | Special Effects Person |
| | 4205-17 | Welder (Special Class) |
| | 4309-13 | Electrician (Special Class) |
| | 6601-99 | Special Teaching Assistant |
| SPECIALIST | 2303-19 | Orthopaedic Specialist |
| | 2303-23 | Nuclear Medicine Specialist |
| | 2303-27 | Cardiovascular Specialist |
| | 2303-27 | Thoracic Specialist |
| | 2303-31 | Ear, Nose and Throat Specialist |
| | 2303-39 | Orthopaedic Rehabilitation Specialist |
| | 2303-39 | Prosthetics and Orthotics Rehabilitation Specialist |
| | 2303-39 | Specialist in Rehabilitation Medicine |
| | 2303-39 | Spinal Injuries Rehabilitation Specialist |
| | 2303-39 | Vocational Rehabilitation Specialist |
| | 2303-41 | Infectious Diseases Specialist |
| | 2303-41 | Specialist Physician |
| | 2303-99 | Industrial Medicine Specialist |
| | 2303-99 | Occupational Medicine Specialist |
| | 2303-99 | Renal Specialist |
| | 2305-13 | Dental Specialist |
| | 2399-99 | Chinese Medicine Specialist |
| | 7299-99 | Specialist Vehicles Operator (Army) |
| SPECTROSCOPIC | 3103-19 | Spectroscopic Technical Officer |
| SPEECH | 2315-11 | Speech Pathologist |
| | 2315-11 | Speech Therapist |
| SPINAL | 2303-39 | Spinal Injuries Rehabilitation Specialist |
| | 3401-99 | Spinal Injuries Nurse |
| SPINNER | 4203-15 | Metal Spinner |
| | 4203-91 | Apprentice Metal Spinner |
| SPINNERS | 4203-01 | Supervisor, Metal Spinners |
| SPINNING | 7421-11 | Yarn Carding and Spinning Machine Operator |
| SPIRIT | 7431-17 | Spirit Blender |
| SPLICING | 7413-19 | Veneer Splicing Machine Operator |
| SPLITTER | 8199-35 | Carcass Splitter |

S

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| SPLITTING | 7423-11 | Leather Splitting and Shaving Machine Operator |
| SPOOLER | 7435-13 | Film Spooler |
| SPORT | 3915-11 | Coach (Sport) |
| | 3915-19 | Linesman/woman (Sport) |
| SPORTING | 4803-01 | Sporting Facility Curator |
| | 6201-19 | Sales Representative (Toys and Sporting Goods) |
| SPORTS | 1599-13 | Sports Centre Administrator |
| | 1599-13 | Sports Centre Manager |
| | 2505-99 | Sports Instructor |
| | 2903-15 | Sports Psychologist |
| | 3915-11 | Sports Trainer |
| | 6301-99 | Sales Assistant (Sports Equipment and Toys) |
| SPORTSPERSONS | 3915-15 | Other Sportspersons |
| SPRAY | 8107-11 | Industrial Spray Painter |
| SPRAYER | 7405-11 | Metal Sprayer |
| | 7405-11 | Plasma Sprayer |
| | 7405-11 | Thermal Sprayer |
| SPRINGMAKER | 4201-11 | Springmaker |
| SPRINGMAKING | 7405-11 | Springmaking Machine Operator |
| SPRINKLER | 4409-11 | Sprinkler Fitter |
| | 4409-91 | Apprentice Sprinkler Fitter |
| STABLE | 8201-11 | Stable Hand |
| STACKER | 7309-11 | Ore Stacker Operator |
| | 8199-13 | Timber Stacker |
| | 8907-11 | Shelf Stacker (Store) |
| STAFF | 2705-15 | Staff Development Officer |
| STAGE | 2811-11 | Art Director (Television, Film or Stage) |
| | 2811-15 | Director (Film or Stage) |
| | 2811-21 | Stage Manager |
| | 8999-99 | Stage Assistant |
| STAGEHAND | 8999-99 | Stagehand |
| STAKING | 7423-11 | Staking Machine Operator |
| STAMP | 5999-99 | Stamp Classifier |
| STATION | 1401-17 | Beef Cattle Station Manager |
| | 1401-21 | Sheep Station Manager |
| | 1501-11 | Service Station Manager |
| | 1599-21 | Railway Station Master/Mistress |
| | 1599-99 | Stock and Station Agency Manager |
| | 3501-01 | Police Station Sergeant |
| | 6403-11 | Service Station Console Operator |
| | 6599-21 | Service Station Attendant |
| | 7301-11 | Hydro-electric Station Operator |
| | 8201-11 | Station Hand |
| | 8999-25 | Railway Station Assistant |
| STATIONARY | 7303-11 | Stationary Engine and Boiler Operator |
| | 7399-01 | Supervisor, Other Stationary Plant Operators |
| STATIONER | 1501-11 | Stationer |
| STATIONERY | 6301-21 | Sales Assistant (Stationery, Newspapers and Books) |
| STATISTICAL | 5305-01 | Supervisor, Statistical and Actuarial Clerks |
| | 5305-11 | Statistical Clerk |
| STATISTICIAN | 2909-13 | Mathematical Statistician |
| | 2909-13 | Statistician |

| KEYWORD | CODE | TITLE |
|--------------------|---------|--|
| STEEL | 4205-01 | Supervisor, Structural Steel, Boilermaking and Welding Tradespersons |
| | 4205-13 | Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel, Boilermaking and Welding Tradesperson |
| | 7401-13 | Teemer (Iron and Steel) |
| | 8405-15 | Steel Fixer |
| | 8405-17 | Structural Steel Erector |
| STEELMAKING | 7315-11 | Basic Oxygen Steelmaking Furnace Operator |
| STENCIL | 4511-11 | Screen Printing Stencil Preparer |
| STENOGRAPHER | 5101-13 | Office Stenographer |
| STENOGRAPHERS | 5101-01 | Supervisor, Office Secretaries and Stenographers |
| STENOGRAPHIC | 5101-11 | Stenographic Secretary |
| STEREOTYPER | 4509-11 | Stereotyper and Electrotyper |
| | 4509-91 | Apprentice Stereotyper and Electrotyper |
| STEREOTYPERS | 4509-01 | Supervisor, Stereotypers and Electrotypers |
| STEWARD | 3915-17 | Race Steward |
| | 6609-01 | Chief Marine Steward |
| | 6609-01 | Senior Railway Steward |
| | 6609-13 | Marine Steward |
| | 6609-15 | Railway Steward |
| | 6699-99 | Military Steward |
| STEWARD/STEWARDESS | 6503-11 | Bar Steward/Stewardess |
| | 6505-13 | Wine Steward/Stewardess |
| | 6505-15 | Food Steward/Stewardess |
| STEWARDS | 6609-01 | Supervisor, Travel Stewards |
| STICKER | 8199-33 | Abattoir Sticker |
| STOCK | 1599-99 | Stock and Station Agency Manager |
| | 5505-01 | Supervisor, Stock and Purchasing Clerks |
| | 5505-11 | Stock Clerk |
| | 6101-11 | Stock Exchange Dealer |
| | 6101-11 | Trading Floor Operator (Stock Exchange) |
| | 7105-13 | Stock Transport Driver |
| | 7413-17 | Timber Stock Cutter |
| STOCKBROKING | 1599-99 | Stockbroking Firm Manager |
| | 5303-13 | Scrip Clerk (Stockbroking) |
| | 5303-13 | Stockbroking Clerk |
| STOCKFEED | 4799-11 | Stockfeed Miller |
| | 7431-11 | Stockfeed Milling Machine Operator |
| STOCKMAN/WOMAN | 8201-11 | Stockman/woman |
| STONE | 4999-15 | Stone Fixer |
| | 7399-11 | Ore and Stone Crusher Operator |
| | 7419-01 | Supervisor, Clay and Stone Processing Machine Operators |
| | 7419-15 | Stone Polisher |
| | 7419-15 | Stone Processing Machine Operator |
| | 7419-15 | Stone Sawyer |
| STONEMASON | 4999-15 | Stonemason |
| | 4999-91 | Apprentice Stonemason |
| STONEMASONRY | 7419-15 | Stonemasonry Machinist |
| STOPE | 4909-13 | Stope Miner |
| STORE | 1501-11 | Hardware Store Manager |
| | 8907-11 | Shelf Stacker (Store) |

S

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| STOREKEEPER | 1501-11 | General Storekeeper |
| STOREMAN/WOMAN | 8907-11 | Storeman/woman |
| STOREMEN/WOMEN | 8907-01 | Supervisor, Storemen/women |
| STORES | 5505-11 | Stores Clerk |
| | 8907-11 | Stores Assistant |
| | 8907-11 | Stores Despatch Hand |
| STRADDLE | 7203-13 | Straddle Carrier Operator |
| STRAPPER | 8201-11 | Strapper |
| STRAPPING | 7433-99 | Strapping Machine Attendant |
| STREAM | 3905-25 | Stream Control Officer |
| STREET | 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| | 6501-17 | Street Vendor |
| STRESS | 7413-99 | Machine Stress Grader Operator |
| STRIKER | 8101-11 | Blacksmith's Striker |
| STRINGED | 4925-99 | Stringed Instrument Repairer |
| STRIPPER | 8403-11 | Concrete Formwork Stripper |
| STRIPTease | 2813-13 | Striptease Artist |
| STRUCTURAL | 2209-11 | Structural Engineer |
| | 3203-11 | Structural Design Draftsperson |
| | 3203-11 | Structural Engineering Drafting Officer |
| | 4205-01 | Supervisor, Structural Steel, Boilermaking and Welding Tradespersons |
| | 4205-13 | Structural Boilermaker |
| | 4205-13 | Structural Metal Fabricator |
| | 4205-13 | Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel, Boilermaking and Welding Tradesperson |
| | 8405-17 | Structural Steel Erector |
| STRUCTURES | 4405-11 | Industrial Painter (Structures) |
| STUD | 1401-17 | Beef Cattle Stud Farmer |
| | 1401-19 | Dairy Cattle Stud Farmer |
| | 1401-21 | Sheep Stud Farmer |
| | 1401-27 | Horse Stud Farmer |
| | 1401-27 | Horse Stud Manager |
| | 1401-27 | Stud Master/Mistress |
| | 8201-11 | Stud Hand |
| STUDENT | 2603-99 | Student Counsellor |
| | 2607-11 | Student Minister |
| | 3401-91 | Student Registered Nurse |
| | 3401-91 | Student Registered Psychiatric Nurse |
| | 6603-91 | Student Enrolled Nurse |
| STUDENTS | 2407-13 | Teacher of Disabled or Gifted Students |
| STUDIES | 2407-99 | Teacher of Multi-cultural Studies |
| STUDIO | 1305-13 | Studio Manager |
| | 3999-23 | Photographic Studio Assistant |
| | 3999-23 | Photographic Studio Technician |
| | 8999-99 | Studio Hand |
| STUDY | 2799-15 | Work Study Officer |
| STUNNER | 8199-33 | Stunner and Shackler (Abattoir) |
| STUNTMAN/WOMAN | 2817-99 | Stuntman/woman |

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| SUB-AGENT | 6105-11 | Real Estate Sub-agent |
| SUB-EDITOR | 2807-11 | Sub-editor |
| SUBSTATION | 3201-11 | Substation Design Draftsperson |
| SUGAR | 1401-13 | Sugar Cane Farm Manager |
| | 1401-13 | Sugar Cane Grower |
| | 3905-15 | Sugar Cane Inspector |
| | 7303-11 | Sugar Mill Engine Driver |
| | 7431-13 | Centrifuge Operator (Sugar Processing) |
| | 7431-13 | Evaporator Boiler (Sugar Processing) |
| | 7431-13 | Sugar Boiler and Pan Operator |
| | 7431-13 | Sugar Cane Crusher Operator |
| | 7431-13 | Sugar Dryer Operator |
| | 7431-13 | Sugar Melthouse Attendant |
| | 7431-13 | Sugar Processing Machine Operator |
| SUPERANNUATION | 5303-11 | Superannuation Fund Clerk |
| SUPERCALENDER | 7415-13 | Supercalender Operator (Papermaking) |
| SUPERINTENDENT | 1201-11 | Medical Superintendent |
| | 1315-11 | Nursing Superintendent |
| | 1399-99 | Ambulance Superintendent |
| | 1399-99 | Marine Engineer Superintendent |
| | 2905-13 | School Superintendent |
| | 3999-31 | Park Superintendent |
| | 4803-01 | Golf Course Superintendent |
| SUPERMARKET | 1501-11 | Supermarket Manager |
| SUPERVISING | 3903-01 | Supervising Technician, Radio Operations |
| | 3903-01 | Supervising Technician, TV Production Operations |
| SUPERVISOR | 1503-11 | Mess Supervisor (Defence Forces) |
| | 1503-11 | Restaurant and Catering Managing Supervisor |
| | 1599-11 | Hairdressing Establishment Managing Supervisor |
| | 3207-11 | Building Construction Supervisor |
| | 3401-01 | Nursing Supervisor |
| | 3401-01 | Ward Supervisor |
| | 3501-01 | Police Supervisor |
| | 3903-01 | Supervisor, Performing Arts Support Workers |
| | 3903-01 | Supervisor, Sound Recording and Reproduction Equipment Operators |
| | 3903-01 | Lighting Supervisor |
| | 3905-01 | Supervisor, Inspectors and Regulatory Officers |
| | 3999-01 | Supervisor, Other Para-Professionals |
| | 3999-33 | Military Disciplinary Supervisor |
| | 4101-01 | Supervisor, Tool Room |
| | 4101-01 | Supervisor, Toolmakers |
| | 4103-01 | Supervisor, Metal Fitters and Machinists |
| | 4201-01 | Supervisor, Forging Tradespersons |
| | 4203-01 | Supervisor, Metal Spinners |
| | 4203-01 | Supervisor, Sheetmetal Tradespersons |
| | 4205-01 | Supervisor, Structural Steel, Boilermaking and Welding Tradespersons |
| | 4207-01 | Supervisor, Metal Casting Tradespersons |
| | 4209-01 | Supervisor, Metal Finishing Tradespersons |
| | 4211-01 | Supervisor, Aircraft Maintenance Engineers |
| | 4213-01 | Supervisor, Precision Metal Tradespersons |
| | 4301-01 | Supervisor, Electrical Powerline Tradespersons |
| | 4303-01 | Supervisor, Electrical Fitters |
| | 4305-01 | Supervisor, Automotive Electricians |
| | 4307-01 | Supervisor, Refrigeration and Air-Conditioning Mechanics |
| | 4309-01 | Supervisor, Electrical Mechanics |
| | 4311-01 | Supervisor, Communications Equipment Tradespersons |
| | 4311-01 | Telecommunications Line Supervisor |
| | 4313-01 | Supervisor, Radio and Television Servicers |

S

| KEYWORD | CODE | TITLE |
|---------|---------|--|
| | 4315-01 | Supervisor, Office Equipment and Computer Servicers |
| | 4399-01 | Supervisor, Lift Mechanics |
| | 4399-01 | Supervisor, Other Electrical and Electronics Tradespersons |
| | 4401-01 | Supervisor, Carpenters and Joiners |
| | 4403-01 | Supervisor, Bricklayers |
| | 4405-01 | Supervisor, Painters, Decorators and Signwriters |
| | 4407-01 | Supervisor, Plasterers |
| | 4409-01 | Supervisor, Drainers |
| | 4409-01 | Supervisor, Gas Fitters |
| | 4409-01 | Supervisor, Plumbers |
| | 4411-01 | Supervisor, Roof Slaters and Tilers |
| | 4413-01 | Supervisor, Wall and Floor Tilers |
| | 4501-01 | Supervisor, Compositors |
| | 4503-01 | Supervisor, Graphic Reproduction Tradespersons |
| | 4505-01 | Supervisor, Printing Machinists |
| | 4507-01 | Supervisor, Binders and Finishers |
| | 4509-01 | Supervisor, Stereotypers and Electrotypers |
| | 4511-01 | Supervisor, Screen Printers |
| | 4601-01 | Supervisor, Vehicle Mechanics |
| | 4603-01 | Supervisor, Panel Beaters |
| | 4605-01 | Supervisor, Vehicle Painters |
| | 4607-01 | Supervisor, Vehicle Body Makers |
| | 4609-01 | Supervisor, Vehicle Trimmers |
| | 4701-01 | Supervisor, Abattoir Workers |
| | 4701-01 | Supervisor, Meat Tradespersons |
| | 4701-01 | Supervisor, Smallgoods Makers |
| | 4703-01 | Supervisor, Bakers and Pastrycooks |
| | 4705-01 | Supervisor, Cooks |
| | 4799-01 | Supervisor, Buttermakers |
| | 4799-01 | Supervisor, Cheesemakers |
| | 4799-01 | Supervisor, Confectioners |
| | 4799-01 | Supervisor, Millers |
| | 4799-01 | Supervisor, Other Food Tradespersons |
| | 4801-01 | Supervisor, Nurserymen/women |
| | 4801-01 | Supervisor, Plant Nursery |
| | 4805-01 | Supervisor, Landscape Gardeners |
| | 4901-01 | Supervisor, Wood Machinists and Turners |
| | 4903-01 | Supervisor, Cabinetmakers |
| | 4905-01 | Supervisor, Cane Furniture Makers |
| | 4905-01 | Supervisor, Coopers |
| | 4905-01 | Supervisor, Furniture Finishers |
| | 4905-01 | Supervisor, Other Wood Tradespersons |
| | 4905-01 | Supervisor, Picture Framers |
| | 4905-01 | Supervisor, Wood Carvers |
| | 4907-01 | Supervisor, Marine Construction Tradespersons |
| | 4909-01 | Supervisor, Blasting Tradespersons |
| | 4911-01 | Supervisor, Dressmakers |
| | 4911-01 | Supervisor, Furriers |
| | 4911-01 | Supervisor, Garment Tradespersons |
| | 4911-01 | Supervisor, Tailors |
| | 4913-01 | Supervisor, Upholsterers and Bedding Tradespersons |
| | 4915-01 | Supervisor, Shoemaking and Repairing Tradespersons |
| | 4917-01 | Supervisor, Other Leather and Canvas Tradespersons |
| | 4919-01 | Supervisor, Carpet Layers |
| | 4919-01 | Supervisor, Floor Coverers |
| | 4921-01 | Supervisor, Glass Tradespersons |
| | 4923-01 | Supervisor, Jewellery and Precious Metalware Tradespersons |
| | 4925-01 | Supervisor, Craftworkers |
| | 4925-01 | Supervisor, Musical Instrument Makers and Repairers |
| | 4925-01 | Supervisor, Potters |
| | 4927-01 | Supervisor, Hairdressers |
| | 4999-01 | Supervisor, Other Tradespersons |
| | 5101-01 | Supervisor, Office Secretaries and Stenographers |
| | 5103-01 | Supervisor, Typists and Typist-Clerks |
| | 5105-01 | Supervisor, Word Processing Operators |
| | 5201-01 | Supervisor, Data Processing Machine Operators |

| KEYWORD | CODE | TITLE |
|---------|---------|---|
| | 5203-01 | Supervisor, Bookkeeping Machine Operators |
| | 5203-01 | Supervisor, Business Machine Operators |
| | 5301-01 | Supervisor, Accounting Clerks |
| | 5301-01 | Supervisor, Payroll Clerks |
| | 5303-01 | Supervisor, Insurance and Broking Clerks |
| | 5305-01 | Supervisor, Statistical and Actuarial Clerks |
| | 5401-01 | Supervisor, Library and Filing Clerks |
| | 5403-01 | Supervisor, Mail Sorters |
| | 5501-01 | Supervisor, Production Recording Clerks |
| | 5503-01 | Supervisor, Transport Recording and Despatching Clerks |
| | 5505-01 | Supervisor, Stock and Purchasing Clerks |
| | 5603-01 | Supervisor, Telephonists |
| | 5605-01 | Supervisor, Messengers and Delivery Officers |
| | 5605-01 | Supervisor, Postmen/women |
| | 6103-01 | Supervisor, Insurance Brokers and Agents |
| | 6301-01 | Supervisor, Sales Assistants |
| | 6401-01 | Supervisor, Tellers |
| | 6403-01 | Checkout Supervisor |
| | 6403-01 | Supervisor, Cashiers |
| | 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| | 6503-01 | Supervisor, Bar Attendants |
| | 6505-01 | Supervisor, Waiters and Waitresses |
| | 6609-01 | Supervisor, Travel Stewards |
| | 7107-01 | Supervisor, Locomotive Drivers |
| | 7201-01 | Dragline Supervisor |
| | 7201-01 | Pit Supervisor |
| | 7201-01 | Supervisor, Excavating and Earthmoving Plant Operators |
| | 7207-01 | Supervisor, Paving and Surfacing Plant Operators |
| | 7211-01 | Supervisor, Fire Fighters |
| | 7301-01 | Supervisor, Power Generation Plant Operators |
| | 7305-01 | Supervisor, Chemical Pilot Plant Operators |
| | 7305-01 | Supervisor, Chemical Plant Operators |
| | 7307-01 | Supervisor, Oil and Gas Well Treatment Operators |
| | 7307-01 | Supervisor, Oil, Gas and Pipe Testing Operators |
| | 7307-01 | Supervisor, Petroleum and Gas Plant Operators |
| | 7309-01 | Supervisor, Bulk Materials Handling Plant Operators |
| | 7309-01 | Supervisor, Fluids Loading and Unloading Plant Operators |
| | 7311-01 | Supervisor, Crane Operators |
| | 7313-01 | Supervisor, Hoist, Winch and Lift Operators |
| | 7315-01 | Supervisor, Blast Furnace Operators |
| | 7315-01 | Supervisor, Furnace and Kiln Operators |
| | 7315-01 | Supervisor, Roasting Plant Operators |
| | 7315-01 | Supervisor, Smelting Plant Operators |
| | 7317-01 | Supervisor, Drilling Plant Operators |
| | 7399-01 | Supervisor, Other Stationary Plant Operators |
| | 7399-29 | Irrigation Supervisor |
| | 7401-01 | Supervisor, Basic Metal Products Machine Operators |
| | 7407-01 | Supervisor, Plastics Production Machine Operators |
| | 7409-01 | Supervisor, Rubber Production Machine Operators |
| | 7411-01 | Supervisor, Chemical Production Machine Operators |
| | 7411-01 | Supervisor, Explosives Production Machine Operators |
| | 7411-01 | Supervisor, Pharmaceuticals and Toiletries Production Machine Operators |
| | 7413-01 | Supervisor, Plywood Making Machine Operators |
| | 7413-01 | Supervisor, Saw Operators |
| | 7413-01 | Supervisor, Wood Processing Machine Operators |
| | 7415-01 | Supervisor, Paper and Paper Products Machine Operators |
| | 7417-01 | Supervisor, Glass Furnace Operators |
| | 7417-01 | Supervisor, Glass Production Machine Operators |
| | 7419-01 | Supervisor, Clay and Stone Processing Machine Operators |
| | 7419-01 | Supervisor, Concrete Products Machine Operators |
| | 7419-01 | Supervisor, Fibre Cement Machine Operators |
| | 7421-01 | Supervisor, Cotton Ginning Machine Operators |
| | 7421-01 | Supervisor, Yarn Production Machine Operators |
| | 7423-01 | Supervisor, Hide and Skin Processing Machine Operators |
| | 7425-01 | Supervisor, Fabric Production Machine Operators |

S

| KEYWORD | CODE | TITLE |
|-----------|---------|--|
| | 7427-01 | Supervisor, Textile Sewing Machinists |
| | 7431-01 | Supervisor, Food Processing Machine Operators |
| | 7433-01 | Supervisor, Packaging Machine Operators |
| | 7435-01 | Supervisor, Photographic Developers and Printers |
| | 7435-01 | Supervisor, Photographic Film Manufacturing Operators |
| | 7435-01 | Supervisor, Photographic Products Machine Operators |
| | 7499-01 | Supervisor, Other Machine Operators |
| | 8103-01 | Supervisor, Assemblers |
| | 8199-01 | Supervisor, Other Trades Assistants and Factory Hands |
| | 8201-01 | Supervisor, Farm Hands and Assistants |
| | 8203-01 | Supervisor, Forestry Labourers |
| | 8203-03 | Supervisor, Logging Labourers |
| | 8301-01 | Supervisor, Cleaners |
| | 8409-01 | Supervisor, Paving and Surfacing Labourers |
| | 8413-01 | Supervisor, Railway Labourers |
| | 8903-01 | Supervisor, Luggage Porters |
| | 8905-01 | Supervisor, Garbage Collectors |
| | 8907-01 | Supervisor, Storemen/women |
| | 8909-01 | Supervisor, Freight and Furniture Handlers |
| | 8911-01 | Supervisor, Guards and Security Officers |
| | 8917-01 | Supervisor, Laundry Workers |
| | 8921-01 | Supervisor, Ward Helpers |
| | 8923-01 | Supervisor, Vehicle Accessories Fitters |
| SUPPLIES | 6201-99 | Sales Representative (Photographic Equipment and Supplies) |
| | 6301-11 | Sales Assistant (Hardware and Gardening Supplies) |
| | 6301-21 | Sales Assistant (Office Supplies) |
| | 6301-99 | Sales Assistant (Musical Equipment and Supplies) |
| | 6301-99 | Sales Assistant (Photographic Equipment and Supplies) |
| SUPPLY | 1307-11 | Military Supply Officer |
| | 1307-11 | Supply and Distribution Manager |
| | 1307-11 | Supply Manager |
| | 2209-11 | Water Supply Distribution Engineer |
| | 3913-11 | Supply Officer |
| | 5505-11 | Supply Clerk |
| | 7399-29 | Water Supply and Treatment Plant Operator |
| SUPPORT | 2407-11 | Educational Support Teacher |
| | 3903-01 | Supervisor, Performing Arts Support Workers |
| | 6607-13 | Family Support Worker |
| SURFACE | 7399-11 | Surface Hydraulic Fill Operator |
| SURFACER | 4999-13 | Ophthalmic Lens Surfacers and Fitters |
| SURFACING | 7207-01 | Supervisor, Paving and Surfacing Plant Operators |
| | 8409-01 | Supervisor, Paving and Surfacing Labourers |
| | 8409-11 | Paving and Surfacing Labourer |
| SURGEON | 2303-19 | Orthopaedic Surgeon |
| | 2303-35 | Cardiothoracic Surgeon |
| | 2303-35 | Ophthalmic Surgeon |
| | 2303-35 | Otorhinolaryngological Surgeon |
| | 2303-35 | Paediatric Surgeon |
| | 2303-35 | Plastic and Reconstructive Surgeon |
| | 2303-35 | Surgeon |
| | 2305-13 | Oral Surgeon |
| | 2323-11 | Veterinary Surgeon |
| | 4805-15 | Tree Surgeon |
| SURGICAL | 2303-35 | Surgical Oncologist |
| | 4915-11 | Surgical Shoemaker |
| SURVEY | 3201-17 | Aerial Survey Technician |
| | 3207-15 | Engineering Survey Drafting Officer |
| | 5999-19 | Survey Interviewer |
| | 8411-11 | Geological Survey Field Assistant |
| | 8411-11 | Seismic Survey Assistant |

| KEYWORD | CODE | TITLE |
|----------------|---------|---|
| | 8411-11 | Survey Hand |
| | 8411-11 | Survey Recorder |
| SURVEYING | 3207-15 | Surveying Associate |
| | 3299-99 | Surveying Tracer |
| SURVEYOR | 2203-11 | Quantity Surveyor |
| | 2205-13 | Cadastral Surveyor |
| | 2205-13 | Engineering Surveyor |
| | 2205-13 | Geodetic Surveyor |
| | 2205-13 | Hydrographic Surveyor |
| | 2205-13 | Photogrammetric Surveyor |
| | 2205-13 | Surveyor |
| | 3201-15 | Flight Surveyor |
| | 3303-17 | Airways Surveyor |
| | 3303-19 | Airworthiness Surveyor |
| | 3303-19 | Airworthiness Surveyor (Airframes) |
| | 3303-19 | Airworthiness Surveyor (Electrical and Instruments) |
| | 3303-19 | Airworthiness Surveyor (Engines) |
| | 3303-19 | Airworthiness Surveyor (Radio) |
| | 3307-13 | Marine Engineer Surveyor |
| | 3307-15 | Marine Surveyor |
| | 3905-21 | Health Surveyor |
| SURVEYOR'S | 8411-11 | Surveyor's Assistant |
| | 8411-11 | Surveyor's Chainman/woman |
| SUTURE | 7411-11 | Suture Maker |
| SWAMPY | 8203-15 | Swampy |
| SWEEP | 8301-99 | Chimney Sweep |
| SWEeper | 7299-99 | Road Sweeper Operator |
| SWITCHBOARD | 5603-11 | Switchboard Operator |
| SWITCHING | 7399-19 | Railway Switching and Signalling Operator |
| SYLVICULTURIST | 2107-25 | Sylviculturist |
| SYRUP | 7431-15 | Soft Drink and Syrup Making Machine Operator (except Dairy) |
| | 7431-15 | Syrup Blender |
| SYSTEM | 3299-99 | Avionics System Technician (Air Force) |
| SYSTEMS | 1311-11 | Information Systems Manager |
| | 1311-11 | Systems Manager (Data Processing) |
| | 2707-13 | Systems Programmer |
| | 2707-17 | Computer Systems Analyst |
| | 2707-19 | Computer Systems Designer (Software) |
| | 2707-19 | Computer Systems Engineer (Software) |
| | 3201-15 | Communications and Data Systems Drafting Officer |
| | 3201-15 | Control Systems Drafting Officer |
| | 3201-17 | Communications Electronic Systems Technician (Air Force) |
| | 3299-99 | Aircraft Systems Technician (Air Force) |
| | 4399-99 | Electronic Instrument Tradesperson (Complex Systems) |

T

| KEYWORD | CODE | TITLE |
|-------------|---------|---------------------------------------|
| TAB | 1599-99 | TAB Manager |
| | 6405-11 | TAB Clerk |
| TABLE | 7429-11 | Shoemaking Table Hand |
| | 7499-23 | Printing Table Hand |
| TABLET | 7411-11 | Tablet Making Machine Operator |
| TAFE | 2503-01 | Head of Department (TAFE) |
| | 2503-01 | Head of School (TAFE) |
| | 2503-01 | Head Teacher (TAFE) |
| | 2503-11 | TAFE Teacher (Trades) |
| | 2503-13 | TAFE Teacher (General Education) |
| TAILER | 8199-13 | Tailer Out |
| TAILINGS | 8415-15 | Tailings Dam Labourer |
| TAILOR | 4911-11 | Tailor |
| | 4911-91 | Apprentice Tailor |
| TAILORS | 4911-01 | Supervisor, Tailors |
| TAKE | 1501-11 | Take Away Food Outlet Manager |
| TAKER | 5503-99 | Railway Number Taker |
| | 8901-15 | Ticket Taker |
| TALLY | 5501-13 | Production Tally Clerk |
| | 5503-13 | Wharf Tally Clerk |
| TANK | 4409-15 | Septic Tank Installer |
| | 7309-11 | Tank Farm Operator |
| TANKER | 7105-13 | Tanker Driver |
| TANNERY | 8199-27 | Tannery Hand |
| TANNING | 7423-11 | Tanning Machine Operator |
| TAP | 2813-13 | Tap Dancer |
| TAPE | 5401-11 | Computer Tape Librarian |
| TATTOOIST | 6699-99 | Tattooist |
| TAVERN | 1505-11 | Tavern Manager |
| TAX | 2701-11 | Tax Agent |
| TAXI | 7103-11 | Taxi Driver |
| | 7105-11 | Taxi Truck Driver |
| TAXIDERMIST | 3999-13 | Taxidermist |
| TAXONOMIST | 2107-19 | Plant Taxonomist |
| | 2107-23 | Animal Taxonomist |
| TEA | 8919-11 | Tea Lady/Man |
| TEACHER | 2401-11 | Early Childhood Teacher |
| | 2401-11 | Kindergarten Teacher |
| | 2401-11 | Pre-Primary School Teacher |
| | 2401-11 | Pre-School Teacher |
| | 2403-01 | Senior Teacher, Infant-Primary School |
| | 2403-11 | Infant School Teacher |
| | 2403-11 | Junior Primary School Teacher |
| | 2403-11 | Primary School Teacher |
| | 2405-01 | Senior Teacher, Secondary School |
| | 2405-11 | Secondary School Teacher |
| | 2407-11 | Educational Support Teacher |
| | 2407-11 | Integration Teacher |
| | 2407-11 | Remedial Teacher |
| | 2407-11 | Resource Teacher |
| | 2407-13 | Teacher of the Hearing Impaired |

| KEYWORD | CODE | TITLE |
|-------------------|---------|--|
| | 2407-13 | Teacher of the Intellectually Disabled |
| | 2407-13 | Teacher of the Visually Impaired |
| | 2407-13 | Teacher of Disabled or Gifted Students |
| | 2407-99 | Aboriginal Education Teacher |
| | 2407-99 | Teacher of English as a Second Language |
| | 2407-99 | Teacher of Multi-cultural Studies |
| | 2503-01 | Head Teacher (TAFE) |
| | 2503-11 | TAFE Teacher (Trades) |
| | 2503-13 | TAFE Teacher (General Education) |
| | 2505-11 | Art Teacher (Private) |
| | 2505-13 | Music Teacher (Private) |
| | 2505-13 | Singing Teacher (Private) |
| | 2505-15 | Ballet Teacher |
| | 2505-15 | Dance Teacher (Private) |
| | 2505-17 | Drama Teacher (Private) |
| | 2505-17 | Elocution Teacher |
| | 2505-25 | Clinical Nurse Teacher |
| | 2505-99 | Dressmaking Teacher (Private) |
| | 2505-99 | Handicrafts Teacher (Private) |
| | 2905-11 | Curriculum Advisory Teacher |
| TEACHER-LIBRARIAN | 2403-11 | Primary Teacher-Librarian |
| | 2405-11 | Secondary School Teacher-Librarian |
| TEACHERS' | 5903-11 | Teachers' Aide |
| | 5903-11 | Teachers' Assistant |
| TEACHING | 2501-13 | University or CAE Teaching Fellow |
| | 6601-99 | Special Teaching Assistant |
| TECHNICAL | 2811-25 | Technical Director |
| | 2811-25 | Technical Producer |
| | 3101-11 | Medical Laboratory Technical Officer |
| | 3103-11 | Chemical Instrumentation Technical Officer |
| | 3103-11 | Chemical Research Technical Officer |
| | 3103-11 | Chemistry Technical Officer |
| | 3103-15 | Earth Science Technical Officer |
| | 3103-15 | Geology Technical Officer |
| | 3103-15 | Geophysical Technical Officer |
| | 3103-15 | Meteorological Technical Officer |
| | 3103-15 | Soils Science Technical Officer |
| | 3103-19 | Optics Technical Officer |
| | 3103-19 | Physics Technical Officer |
| | 3103-19 | Spectroscopic Technical Officer |
| | 3103-23 | Dyeing and Finishing Technical Officer |
| | 3103-23 | Fabric Design Technical Officer |
| | 3103-23 | Textiles Technical Officer |
| | 3103-25 | Biology Technical Officer |
| | 3103-25 | Botany Technical Officer |
| | 3103-25 | Ecological Technical Officer |
| | 3103-25 | Fisheries Technical Officer |
| | 3103-25 | Forestry Technical Officer |
| | 3103-25 | Life Science Technical Officer |
| | 3103-25 | Microbiology Technical Officer |
| | 3103-25 | Zoology Technical Officer |
| | 3103-27 | Botanical Technical Assistant |
| | 3103-29 | Agricultural Technical Officer |
| | 3103-29 | Cereals Technical Officer |
| | 3103-29 | Horticultural Technical Officer |
| | 3201-11 | Electrical Engineering Technical Officer |
| | 3201-15 | Aircraft Electronics Technical Officer |
| | 3201-15 | Communications Engineering Technical Officer |
| | 3201-15 | Digital Controls Technical Officer |
| | 3201-15 | Electronics Engineering Technical Officer |
| | 3201-15 | Process Control Technical Officer |
| | 3201-15 | Telecommunications Technical Officer |
| | 3203-11 | Civil Engineering Technical Officer |

T

| KEYWORD | CODE | TITLE |
|------------|---------|--|
| TECHNICIAN | 3205-11 | Heating and Ventilating Technical Officer |
| | 3205-11 | Mechanical Engineering Technical Officer |
| | 3207-13 | Architectural Technical Officer |
| | 3299-99 | Aeronautical Engineering Technical Officer |
| | 3299-99 | Airframe Technical Officer |
| | 3299-99 | Welding Technical Officer |
| | 7499-11 | Tobacco Technical Operator |
| | 3101-13 | Clinical Biochemistry Technician |
| | 3101-13 | Clinical Microbiology Technician |
| | 3101-13 | Cytopathology Technician |
| | 3101-13 | Haematology Technician |
| | 3101-13 | Histopathology Technician |
| | 3101-13 | Medical Laboratory Technician |
| | 3101-99 | Anaesthetic Technician |
| | 3101-99 | Cardiac Technician |
| | 3101-99 | Dialysis Technician |
| | 3101-99 | Electrocardiographic Technician |
| | 3101-99 | Electroencephalographic Technician |
| | 3101-99 | Neurophysiological Technician |
| | 3101-99 | Renal Technician |
| | 3103-13 | Chemistry Technician |
| | 3103-17 | Earth Science Technician |
| | 3103-17 | Geochemical Technician |
| | 3103-17 | Geology Technician |
| | 3103-17 | Geophysics Technician |
| | 3103-17 | Hydrological Technician |
| | 3103-17 | Lapidary Technician |
| | 3103-17 | Mineral Separation Technician |
| | 3103-17 | Palaeontology Technician |
| | 3103-17 | Soil Science Technician |
| | 3103-17 | Well-Logging Technician |
| | 3103-21 | Physics Technician |
| | 3103-21 | Vacuum Technician |
| | 3103-27 | Animal Technician |
| | 3103-27 | Botanical Technician |
| | 3103-27 | Forestry Technician |
| | 3103-27 | Horticultural Technician |
| | 3103-27 | Hydroponics Technician |
| | 3103-27 | Life Science Technician |
| | 3103-27 | Mycological Technician |
| | 3103-27 | Plant Pathology Technician |
| | 3103-31 | Agricultural Technician |
| | 3103-31 | Artificial Insemination Technician |
| | 3103-31 | Dairy Technician |
| | 3103-31 | Field Crop Technician |
| | 3103-31 | Poultry Technician |
| | 3201-13 | Electrical Engineering Technician |
| | 3201-13 | Electrical Instrument Technician |
| | 3201-17 | Aerial Survey Technician |
| | 3201-17 | Communications Electronic Systems Technician (Air Force) |
| | 3201-17 | Communications Engineering Technician |
| | 3201-17 | Electronics Engineering Technician |
| | 3201-17 | Process Control Technician |
| | 3201-17 | Telemetry Technician |
| | 3203-13 | Civil Engineering Technician |
| | 3205-13 | Boiler Testing Technician |
| | 3205-13 | Hydraulic Controls Technician |
| | 3205-13 | Mechanical Engineering Technician |
| | 3205-13 | Pipe Testing Technician |
| | 3207-11 | Building Technician |
| | 3299-11 | Dye Penetrant Testing Technician |
| | 3299-11 | Eddy Current Testing Technician |
| | 3299-11 | Heat Metal Technician |
| | 3299-11 | Magnetic Testing Technician |
| | 3299-11 | Metallurgical Technician |

| KEYWORD | CODE | TITLE |
|------------------------|---------|--|
| | 3299-11 | Non-Destructive Testing Technician |
| | 3299-11 | Pressure Testing Technician |
| | 3299-11 | Ultrasonic Technician |
| | 3299-99 | Aircraft Systems Technician (Air Force) |
| | 3299-99 | Avionics System Technician (Air Force) |
| | 3299-99 | Mining Technician |
| | 3299-99 | Welding Technician |
| | 3903-01 | Supervising Technician, Radio Operations |
| | 3903-01 | Supervising Technician, TV Production Operations |
| | 3903-11 | Audio Technician |
| | 3903-11 | Sound Technician |
| | 3903-19 | Light Technician |
| | 3999-13 | Museum and Art Gallery Technician |
| | 3999-15 | Library Technician |
| | 3999-23 | Photographic Studio Technician |
| | 4307-11 | Air-Conditioning Technician |
| | 4311-11 | Broadcasting Technician |
| | 4311-13 | Telecommunications Technician |
| | 4313-11 | Video Technician |
| | 4315-13 | Computer Technician |
| | 4999-11 | Dental Technician |
| | 4999-11 | Orthodontic Technician |
| | 4999-13 | Optical Technician |
| | 4999-19 | Saturation Technician |
| | 4999-29 | Ammunition Technician |
| | 4999-29 | Explosive Ordnance Demolition Technician |
| | 4999-29 | Military Explosives Technician |
| TECHNICIAN-IN-TRAINING | 4311-91 | Telecommunications Technician-in-Training |
| TECHNOLOGIST | 2101-11 | Food Technologist |
| | 2321-15 | Nuclear Medicine Technologist |
| TEEMER | 7401-13 | Teemer (Iron and Steel) |
| TELECINE | 3903-15 | Telecine Operator |
| TELECOM | 5603-11 | Manual Assistant (Telecom) |
| TELECOMMUNICATIONS | 2211-13 | Telecommunications Engineer |
| | 2707-17 | Telecommunications Analyst |
| | 3201-15 | Telecommunications Technical Officer |
| | 4311-01 | Telecommunications Line Supervisor |
| | 4311-13 | Telecommunications Technician |
| | 4311-13 | Telecommunications Tradesperson |
| | 4311-15 | Telecommunications Cable Jointer |
| | 4311-15 | Telecommunications Line Serviceman/woman |
| | 4311-15 | Telecommunications Lineman/woman |
| | 4311-91 | Telecommunications Line Serviceman/woman-in-Training |
| | 4311-91 | Telecommunications Lineman/woman-in-Training |
| | 4311-91 | Telecommunications Technician-in-Training |
| | 4311-91 | Trainee Telecommunications Lineman/woman |
| | 8101-15 | Electrical and Telecommunications Trades Assistant |
| | 8101-15 | Telecommunications Lineman/woman's Assistant |
| TELEGRAPHIST | 3999-11 | Radio Telegraphist |
| TELEMETRY | 3201-17 | Telemetry Technician |
| TELEPHONE | 5603-11 | Telephone Operator |
| | 8999-99 | Public Telephone Money Collector |
| TELEPHONIST | 5603-11 | Telephonist |
| TELEPHONISTS | 5603-01 | Supervisor, Telephonists |
| TELEVISION | 1305-13 | Television Producer |
| | 2811-11 | Art Director (Television, Film or Stage) |
| | 2811-21 | Floor Manager (Television) |
| | 2811-23 | Director (Radio or Television) |
| | 3903-15 | Television Camera Operator |

T

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| | 3903-15 | Television Equipment Operator |
| | 4313-01 | Supervisor, Radio and Television Servicers |
| | 4313-11 | Radio and Television Repairer |
| | 4313-11 | Radio and Television Servicer |
| | 4313-11 | Television Mechanic |
| | 4313-91 | Apprentice Radio and Television Servicer |
| TELLER | 6401-11 | Teller |
| TELLERS | 6401-01 | Supervisor, Tellers |
| TEMPERER | 7315-13 | Temperer |
| TEMPERING | 7399-17 | Oil Tempering Operator |
| TEMPLATE | 4205-11 | Template Maker |
| | 4205-91 | Apprentice Template Maker |
| TENONER | 4901-11 | Double-End Tenoner Operator |
| TERMINAL | 5201-13 | Remote Computer Terminal Operator |
| TERRAZZO | 4413-11 | Terrazzo Floor Layer |
| TESTER | 7307-15 | Oil, Gas and Pipe Tester |
| | 8109-15 | Coal Sample Tester |
| | 8109-15 | Iron Pellet Tester |
| | 8109-15 | Product Tester |
| TESTING | 3205-13 | Boiler Testing Technician |
| | 3205-13 | Pipe Testing Technician |
| | 3299-11 | Dye Penetrant Testing Technician |
| | 3299-11 | Eddy Current Testing Technician |
| | 3299-11 | Magnetic Testing Technician |
| | 3299-11 | Non-Destructive Testing Technician |
| | 3299-11 | Pressure Testing Technician |
| | 7307-01 | Supervisor, Oil, Gas and Pipe Testing Operators |
| | 7307-15 | Oil and Gas Production Testing Operator |
| | 8109-15 | Product Testing Assistant |
| TEXTILE | 2805-15 | Textile Designer |
| | 4103-15 | Textile Mechanic |
| | 4103-91 | Apprentice Textile Mechanic |
| | 7425-11 | Textile Dresser |
| | 7425-11 | Textile Slasher |
| | 7425-15 | Textile Knitting Machine Operator |
| | 7425-17 | Textile Dyeing and Finishing Machine Operator |
| | 7425-21 | Textile Products Mender |
| | 7427-01 | Supervisor, Textile Sewing Machinists |
| | 7427-11 | Textile Sewing Machinist (Single Needle) |
| | 7427-13 | Textile Sewing Machinist (Multi Needle) |
| | 8109-13 | Textile Examiner |
| TEXTILES | 3103-23 | Textiles Technical Officer |
| | 4911-19 | Patternmaker-Grader (Textiles) |
| | 6201-37 | Sales Representative (Textiles, Clothing and Footwear) |
| TEXTURE | 7421-11 | Yarn Texture Machine Operator |
| THEATRE | 3401-99 | Operating Theatre Nurse |
| | 8901-15 | Theatre Attendant |
| THERAPEUTIC | 2303-23 | Therapeutic Radiologist |
| | 2321-13 | Medical Therapeutic Radiographer |
| THERAPIST | 2309-11 | Occupational Therapist |
| | 2315-11 | Speech Therapist |
| | 2603-13 | Family Therapist |
| | 3101-15 | Dental Therapist |
| | 3101-15 | Oral Therapist |
| | 6699-15 | Beauty Therapist |
| THERMAL | 7405-11 | Thermal Sprayer |

| KEYWORD | CODE | TITLE |
|-----------------|---------|---|
| THERMOFORMING | 7407-11 | Thermoforming Machine Setter |
| | 7407-15 | Thermoforming Machine Operator |
| THIRD | 4103-21 | Metal Machinist (Third Class) |
| | 4205-21 | Welder (Third Class) |
| | 4209-17 | Electroplater (Third Class) |
| THORACIC | 2303-27 | Thoracic Specialist |
| THROAT | 2303-31 | Ear, Nose and Throat Specialist |
| TICKET | 3999-17 | Showcard Ticket Writer |
| | 6405-11 | Ticket Seller |
| | 8901-15 | Ticket Collector |
| | 8901-15 | Ticket Taker |
| TIER-IN | 7425-11 | Tier-in |
| TILE | 4413-11 | Wall and Floor Tile Fixer |
| | 7419-13 | Clay, Brick and Tile Machine Operator |
| TILER | 4411-11 | Roof Slater and Tiler |
| | 4411-91 | Apprentice Roof Slater and Tiler |
| | 4413-11 | Ceramic Tiler |
| | 4413-11 | Mosaic Tiler |
| | 4413-11 | Wall and Floor Tiler |
| | 4413-91 | Apprentice Wall and Floor Tiler |
| TILER'S | 8101-13 | Roof Slater and Tiler's Assistant |
| | 8101-13 | Wall and Floor Tiler's Assistant |
| TILERS | 4411-01 | Supervisor, Roof Slaters and Tilers |
| | 4413-01 | Supervisor, Wall and Floor Tilers |
| TIMBER | 7315-15 | Timber Kiln Operator |
| | 7399-21 | Timber Treatment Plant Operator |
| | 7413-17 | Timber Stock Cutter |
| | 8109-11 | Timber Grader |
| | 8199-13 | Timber Stacker |
| TIMBERMAN/WOMAN | 8415-11 | Timberman/woman (Mining) |
| TINNING | 8199-11 | Tinning Line Assistant |
| TINTER | 8401-11 | Window Tinter |
| TIPSTAFF | 5907-15 | Tipstaff |
| TITLE | 5907-13 | Title Searcher |
| TOBACCO | 1401-15 | Tobacco Farm Manager |
| | 1401-15 | Tobacco Grower |
| | 6201-29 | Sales Representative (Food, Drink and Tobacco Products) |
| | 7499-11 | Tobacco Technical Operator |
| | 7499-13 | Tobacco Dryer Attendant |
| | 7499-13 | Tobacco Machine Attendant |
| TOILETRIES | 6201-33 | Sales Representative (Toiletries) |
| | 6301-23 | Sales Assistant (Pharmaceutical Products and Toiletries) |
| | 7411-01 | Supervisor, Pharmaceuticals and Toiletries Production Machine Operators |
| | 7411-11 | Pharmaceuticals and Toiletries Production Machine Operator |
| | 7411-11 | Toiletries Moulder and Compressor |
| TONG | 7317-11 | Power Tong Operator |
| TOOL | 3205-11 | Tool Design Draftsperson |
| | 3205-11 | Tool Designer |
| | 3205-13 | Tool Design Detail Draftsperson |
| | 4101-01 | Supervisor, Tool Room |
| | 4101-11 | Tool and Die Maker |
| | 4103-19 | Machine Tool Operator (Metal) |
| | 7317-11 | Fishing Tool Operator |

T

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| TOOLMAKER | 4101-11 | Toolmaker |
| | 4101-91 | Apprentice Toolmaker |
| TOOLMAKERS | 4101-01 | Supervisor, Toolmakers |
| TOOLPUSHER | 7317-01 | Toolpusher |
| TOOLSMTIH | 4201-11 | Toolsmith |
| TOPMAN/WOMAN | 7431-11 | Topman/woman |
| TOPOGRAPHIC | 3207-15 | Topographic Drafting Officer |
| TORQUE-TURN | 7307-15 | Torque-turn Computer Operator |
| TOUGHENING | 7417-11 | Glass Toughening Operator |
| TOUR | 6699-13 | Tour Leader |
| TOURIST | 6507-13 | Tourist Adviser |
| | 6507-13 | Tourist Officer |
| | 6699-13 | Tourist Guide |
| TOW | 7105-13 | Tow Truck Driver |
| TOWN | 2907-11 | Town Planner |
| TOXICOLOGIST | 2107-99 | Toxicologist |
| TOYS | 6201-19 | Sales Representative (Toys and Sporting Goods) |
| | 6301-99 | Sales Assistant (Sports Equipment and Toys) |
| TRACER | 3299-99 | Architectural Tracer |
| | 3299-99 | Engineering Tracer |
| | 3299-99 | Surveying Tracer |
| TRACK | 7299-11 | Railway Track Repair Machine Operator |
| | 7317-11 | Air Track Operator |
| | 8413-11 | Railway Track Patrolman/woman |
| TRACTOR | 7209-11 | Farm Tractor Driver |
| TRADE | 1201-11 | Trade Union Secretary |
| | 2799-13 | Trade Union Official |
| | 2799-13 | Trade Union Organiser |
| | 2901-11 | International Trade Economist |
| TRADES | 2503-11 | TAFE Teacher (Trades) |
| | 4799-91 | Apprentice, Other Food Trades |
| | 4905-91 | Apprentice, Other Wood Trades |
| | 4917-91 | Apprentice, Other Leather and Canvas Trades |
| | 4999-91 | Apprentice, Other Trades |
| | 8101-11 | Metal Trades Assistant |
| | 8101-13 | Bricklayer's Trades Assistant |
| | 8101-13 | Carpenter's Trades Assistant |
| | 8101-13 | Construction Trades Assistant |
| | 8101-13 | Plumber's Trades Assistant |
| | 8101-15 | Electrical and Telecommunications Trades Assistant |
| | 8101-99 | Motor Mechanic's Trades Assistant |
| | 8199-01 | Supervisor, Other Trades Assistants and Factory Hands |
| TRADESPERSON | 4201-91 | Apprentice Forging Tradesperson |
| | 4203-91 | Apprentice Sheetmetal Tradesperson |
| | 4205-13 | Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel Tradesperson |
| | 4205-91 | Apprentice Structural Steel, Boilermaking and Welding Tradesperson |
| | 4207-91 | Apprentice Metal Casting Tradesperson |
| | 4209-91 | Apprentice Metal Finishing Tradesperson |
| | 4213-91 | Apprentice Precision Metal Tradesperson |
| | 4301-91 | Apprentice Electrical Powerline Tradesperson |
| | 4311-11 | Broadcasting Tradesperson |
| | 4311-13 | Telecommunications Tradesperson |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| | 4311-91 | Trainee Communications Equipment Tradesperson |
| | 4399-99 | Apprentice Electronic Instrumentation Tradesperson |
| | 4399-99 | Electronic Instrument and Control Tradesperson |
| | 4399-99 | Electronic Instrument Tradesperson (Complex Systems) |
| | 4503-91 | Apprentice Graphic Reproduction Tradesperson |
| | 4701-91 | Apprentice Meat Tradesperson |
| | 4907-91 | Apprentice Marine Construction Tradesperson |
| | 4911-91 | Apprentice Garment Tradesperson |
| | 4913-91 | Apprentice Upholsterer and Bedding Tradesperson |
| | 4921-11 | Flat Glass Tradesperson |
| | 4921-91 | Apprentice Flat Glass Tradesperson |
| | 4923-91 | Apprentice Jewellery and Precious Metalware Tradesperson |
| TRADESPERSONS | 4201-01 | Supervisor, Forging Tradespersons |
| | 4203-01 | Supervisor, Sheetmetal Tradespersons |
| | 4205-01 | Supervisor, Structural Steel, Boilermaking and Welding Tradespersons |
| | 4207-01 | Supervisor, Metal Casting Tradespersons |
| | 4209-01 | Supervisor, Metal Finishing Tradespersons |
| | 4213-01 | Supervisor, Precision Metal Tradespersons |
| | 4301-01 | Supervisor, Electrical Powerline Tradespersons |
| | 4311-01 | Supervisor, Communications Equipment Tradespersons |
| | 4399-01 | Supervisor, Other Electrical and Electronics Tradespersons |
| | 4503-01 | Supervisor, Graphic Reproduction Tradespersons |
| | 4701-01 | Supervisor, Meat Tradespersons |
| | 4799-01 | Supervisor, Other Food Tradespersons |
| | 4905-01 | Supervisor, Other Wood Tradespersons |
| | 4907-01 | Supervisor, Marine Construction Tradespersons |
| | 4909-01 | Supervisor, Blasting Tradespersons |
| | 4911-01 | Supervisor, Garment Tradespersons |
| | 4913-01 | Supervisor, Upholsterers and Bedding Tradespersons |
| | 4915-01 | Supervisor, Shoemaking and Repairing Tradespersons |
| | 4917-01 | Supervisor, Other Leather and Canvas Tradespersons |
| | 4921-01 | Supervisor, Glass Tradespersons |
| | 4923-01 | Supervisor, Jewellery and Precious Metalware Tradespersons |
| | 4999-01 | Supervisor, Other Tradespersons |
| TRADING | 6101-11 | Trading Floor Operator (Stock Exchange) |
| TRAFFIC | 2907-11 | Traffic and Transport Planner |
| | 3303-11 | Air Traffic Controller |
| | 3303-91 | Trainee Air Traffic Controller |
| | 3905-31 | Traffic Inspector |
| | 5501-11 | Radio Traffic Scheduler |
| | 5503-11 | Freight Traffic Controller |
| | 6405-11 | Airline Traffic Officer (Passenger Services) |
| TRAIN | 3905-17 | Train Examiner |
| | 6405-13 | Train Conductor |
| | 7105-13 | Road Train Driver |
| | 7107-11 | Train Driver |
| | 7309-11 | Train Loader Operator |
| TRAINEE | 1319-91 | Trainee Officer (Defence Forces) |
| | 1401-91 | Trainee Farm Manager |
| | 1401-91 | Trainee Farmer |
| | 2701-91 | Trainee Accountant |
| | 3303-91 | Trainee Air Traffic Controller |
| | 3303-93 | Trainee Flight Service Officer |
| | 3307-91 | Trainee Marine Engineer |
| | 4301-91 | Trainee Electrical Linesman/woman |
| | 4311-91 | Trainee Communications Equipment Tradesperson |
| | 4311-91 | Trainee Telecommunications Lineman/woman |
| | 4315-91 | Trainee Office Equipment and Computer Servicer |
| | 4799-93 | Trainee Miller |
| | 4921-93 | Trainee Glass Blower |
| | 7107-91 | Trainee Locomotive Driver |
| | 7201-91 | Trainee Excavating and Earthmoving Plant Operator |

T

| KEYWORD | CODE | TITLE |
|----------------|---------|--|
| | 7305-91 | Trainee Chemical Plant Operator |
| TRAINER | 3915-11 | Sports Trainer |
| | 4931-99 | Dog Trainer |
| | 4931-99 | Horse Trainer |
| TRAINERS | 4931-99 | Animal Trainers nec |
| TRAINING | 1309-11 | Training Manager |
| | 2705-13 | Training Officer |
| TRAM | 3905-31 | Tram Inspector |
| | 6405-13 | Tram Conductor |
| | 7101-13 | Tram Driver |
| TRAMWAY | 8413-01 | Tramway Ganger |
| | 8413-11 | Tramway Labourer |
| TRANSCEIVER | 5201-15 | Data Transceiver Operator |
| TRANSFUSIONIST | 2303-37 | Blood Transfusionist |
| TRANSLATOR | 2999-21 | Translator |
| TRANSMITTER | 3903-17 | Broadcast Transmitter Operator |
| TRANSPORT | 1307-11 | Transport Manager |
| | 2209-11 | Transport Engineer (Army) |
| | 2901-11 | Transport Economist |
| | 2907-11 | Traffic and Transport Planner |
| | 5503-01 | Supervisor, Transport Recording and Despatching Clerks |
| | 5503-11 | Transport Clerk |
| | 6405-13 | Transport Conductor |
| | 7105-13 | Stock Transport Driver |
| | 7399-29 | Lock Master (Water Transport) |
| TRAVEL | 3905-99 | Travel Accommodation Inspector |
| | 6507-11 | Travel Agent (Commercial) |
| | 6507-11 | Travel Consultant |
| | 6609-01 | Supervisor, Travel Stewards |
| TRAWLER | 3305-11 | Trawler Master |
| TREASURER | 1301-11 | Treasurer (except government) |
| TREATING | 7399-11 | Mineral Ore Treating Plant Operator |
| | 7399-11 | Ore Treating Solution Operator |
| TREATMENT | 2207-11 | Water Treatment Engineer |
| | 7307-01 | Supervisor, Oil and Gas Well Treatment Operators |
| | 7307-13 | Oil and Gas Well Treatment Operator |
| | 7307-13 | Well Treatment Blender Operator |
| | 7307-13 | Well Treatment Pump Operator |
| | 7315-13 | Heat Treatment Furnace Operator |
| | 7399-21 | Timber Treatment Plant Operator |
| | 7399-29 | Water Supply and Treatment Plant Operator |
| | 7431-21 | Milk Treatment Machine Operator |
| | 8415-13 | Well Treatment Offsider |
| TREE | 3103-27 | Tree Marker |
| | 4805-15 | Tree Doctor |
| | 4805-15 | Tree Surgeon |
| | 7205-11 | Tree Feller Operator |
| | 8203-11 | Tree Faller |
| | 8203-13 | Tree Planter |
| TRENCH-DIGGING | 7201-17 | Trench-digging Machine Operator |
| TRIBUNAL | 1103-17 | Administrative Appeals Tribunal Member |
| | 1103-19 | Industrial Tribunal Member |
| TRIM | 7413-13 | Trim Saw Operator |
| TRIMMER | 4609-11 | Vehicle Trimmer |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| | 4609-91 | Apprentice Vehicle Trimmer |
| | 7413-17 | Wood Trimmer |
| | 7413-19 | Veneer Trimmer Operator |
| | 8199-35 | Meat Trimmer |
| TRIMMERS | 4609-01 | Supervisor, Vehicle Trimmers |
| TROOPER | 7499-19 | Assault Trooper |
| TRUCK | 5503-11 | Truck Despatcher |
| | 7105-11 | Taxi Truck Driver |
| | 7105-13 | Haul Truck Driver |
| | 7105-13 | Heavy Truck Driver |
| | 7105-13 | Tow Truck Driver |
| | 7201-23 | Underground Truck Operator |
| | 7203-11 | Reach Truck Driver |
| | 7203-11 | Turret Truck Driver |
| | 8909-17 | Truck Driver's Offsider |
| TRUST | 5907-99 | Trust Officer |
| TUBE | 8923-11 | Tyre and Tube Fitter |
| TUBING | 7317-11 | Reeled Tubing Operator |
| TUCKPOINTER | 4403-11 | Tuckpointer |
| TUFTING | 7425-99 | Tufting Machine Operator |
| TUG | 3305-11 | Tug Master |
| | 8925-11 | Tug Hand |
| TUNER | 4103-15 | Loom Tuner |
| | 4925-11 | Piano Tuner |
| | 4925-91 | Apprentice Piano Tuner |
| TURBINE | 7301-11 | Power Generation Turbine Room Operator |
| | 7307-11 | Gas Compressor Turbine Operator |
| TURNER | 4103-11 | Fitter and Turner |
| | 4103-13 | Turner |
| | 4103-91 | Apprentice Fitter, Turner and Machinist |
| | 4901-13 | Wood Turner |
| | 4901-93 | Apprentice Wood Turner |
| | 7419-17 | Porcelain Turner |
| TURNERS | 4901-01 | Supervisor, Wood Machinists and Turners |
| TURNING | 4901-13 | Wood Turning Lathe Operator |
| TURNSTILE | 8901-15 | Turnstile Attendant |
| TURRET | 7203-11 | Turret Truck Driver |
| TUTOR | 2501-13 | University or CAE Tutor |
| TV | 3903-01 | Supervising Technician, TV Production Operations |
| TYPESETTER | 4501-11 | Typesetter |
| TYPIST | 5103-13 | Typist |
| TYPIST-CLERK | 5103-11 | Typist-Clerk |
| TYPIST-CLERKS | 5103-01 | Supervisor, Typists and Typist-Clerks |
| TYPISTS | 5103-01 | Supervisor, Typists and Typist-Clerks |
| TYRE | 7409-11 | Tyre Builder |
| | 7409-11 | Tyre Production Machine Operator |
| | 7409-11 | Tyre Retreader |
| | 8109-13 | Tyre Finisher and Examiner |
| | 8923-11 | Tyre and Tube Fitter |
| TYRES | 6301-25 | Sales Assistant (Tyres) |

U

| KEYWORD | CODE | TITLE |
|--------------|---------|--|
| ULTRASONIC | 3299-11 | Ultrasonic Technician |
| UMPIRE | 3915-19 | Umpire |
| UNDERGROUND | 7107-11 | Underground Locomotive Driver |
| | 7201-23 | Underground Plant Operator |
| | 7201-23 | Underground Truck Operator |
| UNDERMANAGER | 3299-99 | Mine Undermanager |
| UNDERTAKER | 6699-11 | Undertaker |
| UNDERTAKER'S | 8999-21 | Undertaker's Assistant |
| UNDERWRITER | 6103-11 | Insurance Underwriter |
| UNION | 1201-11 | Trade Union Secretary |
| | 1507-11 | Credit Union Manager |
| | 2799-13 | Trade Union Official |
| | 2799-13 | Trade Union Organiser |
| UNIT | 5201-13 | Visual Display Unit Operator |
| | 7307-11 | Petroleum Process Unit Operator |
| | 7317-11 | Snubbing Unit Operator |
| UNIVERSITY | 2501-11 | University or CAE Lecturer |
| | 2501-13 | University or CAE Demonstrator |
| | 2501-13 | University or CAE Teaching Fellow |
| | 2501-13 | University or CAE Tutor |
| UNLOADING | 7309-01 | Supervisor, Fluids Loading and Unloading Plant Operators |
| UPHOLSTERER | 4609-11 | Vehicle Upholsterer |
| | 4913-11 | Furniture Upholsterer |
| | 4913-91 | Apprentice Upholsterer and Bedding Tradesperson |
| UPHOLSTERERS | 4913-01 | Supervisor, Upholsterers and Bedding Tradespersons |
| URBAN | 2907-11 | Urban and Regional Planner |
| UROLOGIST | 2303-33 | Urologist |
| USAGE | 3905-25 | Water Usage Inspector |
| USEFUL | 8999-19 | Hotel Useful |
| USHER | 5907-15 | Court Usher |
| | 8901-13 | Entertainment Usher |
| UTILITIES | 3905-99 | Patrolman/woman (Utilities) |
| UTILITY | 3905-99 | Utility Man/Woman |

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| VACUUM | 3103-21 | Vacuum Technician |
| VALUER | 6199-13 | Valuer |
| VAN | 6501-13 | Cash Van Salesperson |
| | 7105-11 | Van Driver |
| VARIETY | 2817-13 | Variety Artist |
| VEGEMITE | 7431-99 | Vegemite Maker |
| VEGETABLE | 1401-33 | Vegetable Farm Manager |
| | 1401-33 | Vegetable Grower |
| | 7431-15 | Fruit and Vegetable Juicer Operator |
| | 7431-99 | Fruit and Vegetable Dehydrator |
| | 7431-99 | Fruit and Vegetable Peeling Machine Operator |
| | 8105-13 | Fruit and Vegetable Packer |
| | 8109-11 | Fruit and Vegetable Classer |
| | 8199-47 | Fruit and Vegetable Factory Hand |
| | 8201-13 | Fruit, Vegetable and Nut Farm Hand |
| | 8201-13 | Fruit, Vegetable and Nut Picker |
| VEHICLE | 4601-01 | Supervisor, Vehicle Mechanics |
| | 4605-01 | Supervisor, Vehicle Painters |
| | 4605-11 | Vehicle Painter |
| | 4605-91 | Apprentice Vehicle Painter |
| | 4607-01 | Supervisor, Vehicle Body Makers |
| | 4607-11 | Vehicle Body Builder |
| | 4607-11 | Vehicle Body Maker |
| | 4607-91 | Apprentice Vehicle Body Maker |
| | 4609-01 | Supervisor, Vehicle Trimmers |
| | 4609-11 | Vehicle Trimmer |
| | 4609-11 | Vehicle Upholsterer |
| | 4609-91 | Apprentice Vehicle Trimmer |
| | 6301-25 | Sales Assistant (Vehicle Parts and Accessories) |
| | 7499-19 | Armoured Fighting Vehicle Crewman |
| | 7499-19 | Armoured Fighting Vehicle Driver |
| | 8103-11 | Vehicle Assembler |
| | 8109-13 | Vehicle Assembly Inspector |
| | 8301-21 | Motor Vehicle Cleaner |
| | 8923-01 | Supervisor, Vehicle Accessories Fitters |
| | 8923-11 | Vehicle Accessories Fitter |
| VEHICLES | 6301-19 | Sales Assistant (Caravans and Motor Vehicles) |
| | 7299-99 | Specialist Vehicles Operator (Army) |
| VENDING | 4399-13 | Vending Machine Servicer |
| | 8999-15 | Vending Machine Attendant |
| VENDOR | 6501-13 | Milk Vendor |
| | 6501-17 | Street Vendor |
| VENDORS | 6501-01 | Supervisor, Street Vendors, Canvassers and Sales Drivers |
| VENEER | 7413-19 | Veneer Clipper |
| | 7413-19 | Veneer Guillotine Operator |
| | 7413-19 | Veneer Lathe and Slicer Operator |
| | 7413-19 | Veneer Production Machine Operator |
| | 7413-19 | Veneer Splicing Machine Operator |
| | 7413-19 | Veneer Trimmer Operator |
| | 7413-21 | Plywood and Veneer Repairer |
| VENTILATING | 3205-11 | Heating and Ventilating Technical Officer |
| VENTILATION | 3299-99 | Mine Ventilation Officer |
| | 8415-11 | Mine Ventilation Hand |
| VENTRILOQUIST | 2817-13 | Ventriloquist |
| VERIFIER | 5201-13 | Verifier Operator |
| | 8109-15 | Glassware Verifier |

V

| KEYWORD | CODE | TITLE |
|---------------|---------|---|
| VERMIN | 3905-99 | Vermin and Noxious Weeds Inspector |
| VERTICAL | 4103-13 | Vertical Borer |
| VESSEL | 3305-11 | Fishing Vessel Master |
| | 3307-11 | Motor Vessel Engineer Officer |
| VESSELS | 3905-13 | Boilers and Pressure Vessels Inspector |
| VETERINARIAN | 2323-11 | Veterinarian |
| VETERINARY | 2107-23 | Veterinary Parasitologist |
| | 2107-23 | Veterinary Pathologist |
| | 2323-11 | Veterinary Surgeon |
| | 6201-15 | Sales Representative (Medical, Dental and Veterinary Equipment) |
| | 8999-23 | Veterinary Attendant |
| | 8999-23 | Veterinary Nurse |
| VIDEO | 3903-11 | Video and Sound Recorder |
| | 4313-11 | Video Technician |
| VIEWER | 8109-13 | Metal Products Viewer |
| VIROLOGIST | 2107-99 | Virologist |
| VISION | 3903-15 | Vision Mixer |
| VISUAL | 5201-13 | Visual Display Unit Operator |
| VISUALLY | 2407-13 | Teacher of the Visually Impaired |
| VITICULTURIST | 1401-31 | Viticulturist |
| VOCALIST | 2815-15 | Vocalist |
| VOCATIONAL | 2303-39 | Vocational Rehabilitation Specialist |
| | 2603-17 | Vocational Counsellor |

| KEYWORD | CODE | TITLE |
|-----------------|---------|--|
| WAITER/WAITRESS | 6505-01 | Head Waiter/Waitress |
| | 6505-11 | Formal Service Waiter/Waitress |
| | 6505-11 | Silver Service Waiter/Waitress |
| | 6505-13 | Drink Waiter/Waitress |
| | 6505-13 | Wine Waiter/Waitress |
| | 6505-15 | Waiter/Waitress (General) |
| WAITERS | 6505-01 | Supervisor, Waiters and Waitresses |
| WAITRESSES | 6505-01 | Supervisor, Waiters and Waitresses |
| WALL | 4413-01 | Supervisor, Wall and Floor Tilers |
| | 4413-11 | Wall and Floor Tile Fixer |
| | 4413-11 | Wall and Floor Tiler |
| | 4413-91 | Apprentice Wall and Floor Tiler |
| | 8101-13 | Wall and Floor Tiler's Assistant |
| WARD | 3401-01 | Ward Supervisor |
| | 5601-15 | Hospital Ward Clerk |
| | 8921-01 | Supervisor, Ward Helpers |
| | 8921-11 | Ward Assistant |
| WARDEN | 3999-31 | Park Warden |
| WARDROBE | 4911-01 | Wardrobe Co-ordinator |
| | 4911-13 | Wardrobe Assistant |
| WARDSMAN/MAID | 8921-11 | Wardsman/maid |
| WAREHOUSE | 8907-11 | Warehouse Assistant |
| WARP | 7425-11 | Warp Beamer |
| | 7425-11 | Warp Machine Operator |
| | 7425-11 | Warp Sizer |
| WARRANT | 3999-33 | Disciplinary Warrant Officer |
| | 3999-33 | Warrant Officer Coxswain |
| WARRANTY | 5301-13 | Warranty Clerk |
| WASH | 7399-11 | Wash Plant Operator |
| | 8301-21 | Car Wash Attendant |
| WATCH | 4213-13 | Watch and Clock Maker and Repairer |
| | 4213-91 | Apprentice Watch and Clock Repairer |
| WATCHES | 6201-99 | Sales Representative (Jewellery and Watches) |
| | 6301-99 | Sales Assistant (Watches and Jewellery) |
| WATCHMAKER | 4213-13 | Watchmaker |
| WATCHMAN/WOMAN | 8911-13 | Night Watchman/woman |
| WATER | 2199-11 | Water Quality Analyst |
| | 2207-11 | Water Treatment Engineer |
| | 2209-11 | Water Supply Distribution Engineer |
| | 3905-21 | Water Quality Inspector |
| | 3905-25 | Water Usage Inspector |
| | 4999-23 | Shallow Water Diver |
| | 7317-11 | Water Well Driller |
| | 7399-29 | Lock Master (Water Transport) |
| | 7399-29 | Water Supply and Treatment Plant Operator |
| WATERSIDE | 8909-15 | Waterside Worker |
| WEAPONS | 7499-19 | Military Weapons Operator |
| WEAVER | 7425-13 | Carpet Weaver |
| | 7425-13 | Weaver |
| WEED | 8999-13 | Pest and Weed Controller |
| WEEDS | 3905-99 | Vermin and Noxious Weeds Inspector |
| WEIGHBRIDGE | 7399-99 | Weighbridge Operator |

W

| KEYWORD | CODE | TITLE |
|---------------|---------|--|
| WEIGHER | 8109-17 | Product Weigher |
| WEIGHTS | 3905-99 | Weights and Measures Inspector |
| WELDER | 4205-15 | Pressure Welder |
| | 4205-17 | Welder (First Class) |
| | 4205-17 | Welder (Special Class) |
| | 4205-19 | Arc Welder |
| | 4205-19 | Metal-Inert-Gas Welder |
| | 4205-19 | Plasma-arc Welder |
| | 4205-19 | Welder (Second Class) |
| | 4205-21 | Welder (Third Class) |
| | 4205-91 | Apprentice Welder |
| WELDER-CUTTER | 4205-19 | Gas Welder-Cutter |
| | 4205-19 | Oxy-acetylene Welder-Cutter |
| WELDING | 3299-99 | Welding Technical Officer |
| | 3299-99 | Welding Technician |
| | 4205-01 | Supervisor, Structural Steel, Boilermaking and Welding Tradespersons |
| | 4205-19 | Gas-shielded Arc Welding Operator |
| | 4205-91 | Apprentice Structural Steel, Boilermaking and Welding Tradesperson |
| WELFARE | 3401-13 | Infant Welfare Nurse |
| | 3901-15 | Welfare Officer |
| WELL | 7307-01 | Supervisor, Oil and Gas Well Treatment Operators |
| | 7307-13 | Oil and Gas Well Treatment Operator |
| | 7307-13 | Oil Well Cementer |
| | 7307-13 | Well Treatment Blender Operator |
| | 7307-13 | Well Treatment Pump Operator |
| | 7317-11 | Water Well Driller |
| | 8415-13 | Well Treatment Offsider |
| WELL-LOGGING | 3103-17 | Well-Logging Technician |
| WELT | 7427-13 | Pocket Welt Machine Operator |
| WHARF | 5503-13 | Wharf Tally Clerk |
| | 8909-15 | Wharf Labourer |
| WHEAT | 1401-11 | Wheat Farmer |
| WHEEL | 7419-99 | Abrasive Wheel Maker |
| WHOLESALE | 1601-17 | Wholesaler |
| WILDLIFE | 3905-99 | Fisheries and Wildlife Inspector |
| WINCH | 7313-01 | Supervisor, Hoist, Winch and Lift Operators |
| | 7313-11 | Hoist, Winch and Lift Operator |
| WINDER | 4303-11 | Armature Winder |
| | 4303-11 | Heavy Coil Winder |
| | 8103-13 | Light Coil Winder |
| WINDING | 7313-11 | Winding Engine Driver |
| WINDOW | 3999-19 | Window Dresser |
| | 8103-11 | Metal Window Assembler |
| | 8301-17 | Window Cleaner |
| | 8401-11 | Window Tinter |
| WINDSCREEN | 8923-11 | Windscreen Fitter |
| WINE | 6505-13 | Wine Steward/Stewardess |
| | 6505-13 | Wine Waiter/Waitress |
| WINERY | 7431-17 | Winery Cellarhand |
| WINZE | 7317-11 | Winze Sinker |
| WIRE | 7401-15 | Wire Drawing Machine Operator |

| KEYWORD | CODE | TITLE |
|-------------|---------|--|
| | 7407-25 | Wire Sheather |
| WOOD | 4901-01 | Supervisor, Wood Machinists and Turners |
| | 4901-11 | Jig Maker (Wood) |
| | 4901-11 | Wood Machinist (A-Grade) |
| | 4901-13 | Wood Turner |
| | 4901-13 | Wood Turning Lathe Operator |
| | 4901-15 | Wood Machinist (B-Grade) |
| | 4901-17 | Wood Machinist (C-Grade) |
| | 4901-91 | Apprentice Wood Machinist |
| | 4901-93 | Apprentice Wood Turner |
| | 4905-01 | Supervisor, Other Wood Tradespersons |
| | 4905-01 | Supervisor, Wood Carvers |
| | 4905-11 | Wood Carver |
| | 4905-91 | Apprentice Wood Carver |
| | 4905-91 | Apprentice, Other Wood Trades |
| | 7399-17 | Wood Chipping and Particleboard Plant Operator |
| | 7413-01 | Supervisor, Wood Processing Machine Operators |
| | 7413-17 | Wood Trimmer |
| | 7413-23 | Wood Laminating Press Operator |
| | 8103-17 | Wood Products Assembler |
| | 8199-15 | Wood and Wood Products Factory Hand |
| | 8199-15 | Wood and Wood Products Labourer |
| WOODWORKING | 4901-11 | Woodworking Machine Setter |
| WOOL | 1401-21 | Wool Grower |
| | 3913-13 | Wool Buyer |
| | 3999-35 | Wool Classer |
| | 7421-15 | Wool Scouring Operator |
| | 8201-15 | Wool Presser |
| WOOLPULLING | 7423-11 | Woolpulling Machine Operator |
| WORD | 5105-01 | Supervisor, Word Processing Operators |
| | 5105-11 | Word Processing Operator |
| WORK | 2799-15 | Work Study Officer |
| WORKER | 2601-13 | Community Social Worker |
| | 2601-15 | Social Case Worker |
| | 3901-11 | Community Worker |
| | 3901-15 | Residential Care Worker |
| | 3901-15 | Social Worker Associate |
| | 3901-17 | Youth Worker |
| | 4203-11 | Sheetmetal Worker (First Class) |
| | 4203-17 | Sheetmetal Worker (Second Class) |
| | 4999-27 | Aircraft Safety Equipment Worker |
| | 6601-15 | Day Care Worker |
| | 6601-19 | Child Care Group Worker |
| | 6601-21 | Refuge Worker |
| | 6607-13 | Family Support Worker |
| | 7399-33 | Carbon Plant Worker |
| | 7431-17 | Brewery Cellar Worker |
| | 7431-19 | Casings Worker |
| | 8199-37 | Poultry Process Worker |
| | 8199-39 | Fish Process Worker |
| | 8199-43 | Cheese Factory Worker |
| | 8199-43 | Milk Processing Worker |
| | 8199-45 | Egg Process Worker |
| | 8201-99 | Fish Farm Worker |
| | 8203-13 | Forestry Worker |
| | 8203-15 | Logging Worker |
| | 8403-11 | Concrete Worker |
| | 8409-11 | Asphalt Worker |
| | 8409-11 | Bitumen Worker |
| | 8409-11 | Road Maintenance Worker |
| | 8415-11 | Pit Crew Worker |
| | 8415-13 | Derrick Worker |

W

| KEYWORD | CODE | TITLE |
|---------|---------|---|
| | 8499-17 | Demolition Worker |
| | 8909-15 | Waterside Worker |
| | 8917-11 | Laundry Worker |
| WORKERS | 2999-15 | Research Workers nec |
| | 3903-01 | Supervisor, Performing Arts Support Workers |
| | 4701-01 | Supervisor, Abattoir Workers |
| | 6601-99 | Child Care, Refuge and Related Workers nec |
| | 8917-01 | Supervisor, Laundry Workers |
| WORKS | 1305-11 | Works Manager |
| | 3207-11 | Clerk of Works |
| WRAP | 7433-99 | Shrink Wrap Operator |
| WRAPPER | 8105-11 | Meat Wrapper |
| WRITER | 2807-15 | Continuity Writer |
| | 2807-99 | Editorial Writer |
| | 2807-99 | Leader Writer |
| | 2809-11 | Script Writer |
| | 3999-17 | Showcard Ticket Writer |

| KEYWORD | CODE | TITLE |
|---------------|---------|---|
| YARD | 7399-19 | Railway Yard Assistant |
| YARDMAN/WOMAN | 8999-19 | Hotel Yardman/woman |
| YARN | 7421-01 | Supervisor, Yarn Production Machine Operators |
| | 7421-11 | Yarn Carding and Spinning Machine Operator |
| | 7421-11 | Yarn Comber |
| | 7421-11 | Yarn Drawing Machine Operator |
| | 7421-11 | Yarn Texture Machine Operator |
| YEAST | 7431-99 | Yeast Maker |
| YOGURT | 7431-21 | Yogurt Maker |
| YOUTH | 3901-17 | Youth Leader |
| | 3901-17 | Youth Officer |
| | 3901-17 | Youth Worker |

Z

| KEYWORD | CODE | TITLE |
|----------------|-------------|---------------------------|
| ZOOLOGIST | 2107-23 | Soil Zoologist |
| | 2107-23 | Zoologist |
| ZOOLOGY | 3103-25 | Zoology Technical Officer |

